

**MINUTES
BOARD OF COMMISSIONERS PUBLIC MEETING
DECEMBER 19, 2016**

CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, December 19, 2016 at the Penn Township Municipal Building. President Heilman called the meeting to order at 7:00 P.M. with a roll call of members. Present were Commissioners Brown, Felix, Heilman, Klunk, and Van de Castle. Also present were Solicitor Tilley, Township Manager Rodgers, Police Chief Laughlin, Fire Chief Cromer, Township Engineer Bortner, Zoning Officer Swanner, and Township Secretary Hallett.

PLEDGE OF ALLEGIANCE TO THE FLAG FOLLOWED BY A PERIOD OF SILENT MEDITATION:

All in attendance stood for the Pledge of Allegiance to the flag, which was followed by a period of silent meditation.

ANNOUNCEMENTS:

Commissioner Heilman announced that after the public meeting this evening the Board of Commissioners would convene in an executive session with the Solicitor for the purpose of discussing legal, personnel and other matters involving attorney/client privilege.

APPROVAL OF THE MINUTES:

The minutes of the November 21, 2016 Board of Commissioners meeting were approved as submitted.

PERSONS TO BE HEARD – CITIZEN'S COMMENTS:

Attorney Paul Minnich, Barley Snyder Attorneys at law, representing Hanover Storage, LLC discussed a letter dated November 22, 2016 requesting a waiver of the sewer requirements for the Hanover Storage land development plan. Mr. Minnich explained there will be no water used on the property. They are seeking waivers from Sections 510 and 511 of the Subdivision and Land Development Ordinance. At both the Planning Commission and Public Works meetings, Mr. Minnich committed to two conditions for the waiver; first the property will not be used as a mobilization site for Burkentine & Sons builders, second that the waiver will be void if any amenities requiring sewer are added to the property.

PUBLIC HEARING – 2017 BUDGET:

Commissioner Heilman said he's not pleased with the tax increase but he is pleased that the Board came to an agreement and has a budget ready to be approved.

There were no Penn Township residents at the meeting who wished to comment on the 2017 budget and the public hearing was closed.

Commissioners Brown/Klunk moved to adopt Ordinance No. 793, the 2017 budget. Motion carried 5-0 on a roll call vote.

Commissioners Brown/Klunk moved to adopt Ordinance No. 794, setting the real estate tax rate for 2017 at 4.30 mills. Motion carried 5-0 on a roll call vote.

Commissioners Brown/Klunk moved that the Township Manager be authorized to balance all 2016 funds by transferring surplus funds to those accounts showing deficits. Motion carried unanimously.

TOWNSHIP REPORTS – STANDING COMMITTEES:

Public Safety – Commissioner Felix:

Commissioners Felix/Klunk moved to adopt Ordinance No. 796, amending Section 300-7 Speed Limits and Section 300-17 Stop Intersections of the Penn Township Code. Motion carried 5-0 on a roll call vote.

Commissioner Felix said the next vote is concerning the consolidation of the Penn Township and Hanover Borough Fire Departments. He said there have been approximately four years of discussion on this topic. Chief Cromer, Manger Rodgers, Commissioner Heilman, and Commissioner Klunk have all put a lot of time into this. Commissioner Felix asked that the honor of making the following motion go to Commissioner Klunk.

Commissioners Klunk/Felix moved to adopt Ordinance No. 797, authorizing intergovernmental cooperation by agreement between Penn Township and Hanover Borough to combine fire, rescue, and related services. Motion carried 5-0 on a roll call vote.

Personnel – Commissioner Brown:

Commissioners Brown/Klunk moved to reappoint Douglas Stambaugh, GHI Inc., as the Township Sewage Enforcement Officer. They further moved that Douglas Barmoy and Reginald Baugher, Hanover Land Services, be appointed as the Township alternate Sewage Enforcement Officers. Motion carried unanimously.

Commissioners Brown/Klunk moved to appoint Justin Joel Heiland to an unexpired term on the Penn Township Planning Commission, said term to expire May 2017. Motion carried unanimously.

Commissioners Brown/Klunk moved to adopt Resolution No. 886, appointing Harold J. Mack, Jr. to an unexpired term on the Penn Township Zoning Hearing Board, said term to expire January 2020. Motion carried unanimously.

Commissioners Brown/Klunk moved to reappoint Charles Stauffer to a one-year term on the Penn Township Vacancy Board. Motion carried unanimously.

Finance – Commissioner Brown:

Commissioners Brown/Klunk moved to approve Township warrants in the amount of \$1,076,941.30. Motion carried unanimously.

Commissioners Brown/Klunk moved to adopt Resolution No. 884, fixing rates of pay and various benefits for management and non-uniformed employees of Penn Township for 2017. Motion carried unanimously.

Commissioners Brown/Klunk moved to adopt Resolution No. 885, providing a schedule of fees for permits and services. Motion carried unanimously.

Commissioners Brown/Klunk moved to adopt Ordinance No. 798, amending the future compensation to be paid to the Tax Collector of Penn Township. Motion carried 5-0 on a roll call vote.

Public Works – Commissioner Klunk:

Commissioner Klunk asked that item III, E on the Public Works Report be changed to read “does not drain the battery.”

There were no additions or changes to the Engineer’s Report.

Planning & Recreation – Commissioner Klunk:

Commissioners Klunk/Van de Castle moved to approve a request dated November 15, 2016 from Hanover Land Services for a waiver of preliminary plan requirements for the Meadow Springs, LLC subdivision and land development plan. Motion carried unanimously.

Commissioners Klunk/Van de Castle moved to approve a request dated November 22, 2016 from Barley Snyder Attorneys at Law for a waiver of sewer requirements, specifically Sections 510 and 511 of the Penn Township Subdivision and Land Development Ordinance, for the Hanover Storage, LLC land development plan. Motion carried unanimously.

Commissioners Klunk/Van de Castle moved to set the bond amount for Meadow Springs, LLC at \$146,424.30. Motion carried unanimously.

Commissioners Klunk/Van de Castle moved to accept the final inspection of the D&R Bean, LLC improvements, thus reducing the bond requirements to \$0.00. Motion carried unanimously.

Commissioners Klunk/Van de Castle moved to approve a bond reduction for High Pointe North from \$459,305.17 to \$318,243.04. Motion carried unanimously.

Commissioners Klunk/Van de Castle moved to approve a bond reduction for Brookside Heights Phase 2 from \$90,271.53 to \$88,511.53. Motion carried unanimously.

Commissioners Klunk/Van de Castle moved to approve a bond reduction for Brookside Heights Phase 1 from \$158,964.30 to \$129,264.30. Motion carried unanimously.

Commissioners Klunk/Van de Castle moved to approve the following extension request to expire March 19, 2017:

P15-14 – Hanover Storage, LLC.
Motion carried unanimously.

There were additions or changes to the Zoning Officer's Report.

Health & Sanitation – Commissioner Van de Castle:

Commissioner Van de Castle had nothing to report.

MANAGER'S REPORT:

There were no additions or changes to the Manager's report.

OLD BUSINESS: None.

NEW BUSINESS:

Commissioners Van de Castle/Brown moved to adopt Ordinance No. 795, establishing the time and place of the regular meetings of the Board of Commissioners. Motion carried 5-0 on a roll call vote.

PERSONS TO BE HEARD/CITIZEN'S COMMENTS: None.

QUESTIONS FROM THE PRESS: None.

ADJOURNMENT:

Commissioner Heilman recognized Commissioner Felix for his time and efforts in the fire consolidation. He also recognized Manager Rodgers for her efforts and the countless time she spent attending meetings, serving as Secretary for the Committee, serving as liaison between Hanover Borough and Penn Township, and preparing documents. Commissioner Heilman thanked all who have been involved in the process, including Fire Chief Cromer. After this meeting it will be up to the Hanover Borough Council to decide whether or not to move forward.

There being no further business to come before the Board, Commissioners Klunk/Van de Castle moved for adjournment at approximately 7:22 P.M.

Respectfully submitted,

Angela M. Hallett
Township Secretary