

**MINUTES
BOARD OF COMMISSIONERS PUBLIC MEETING
JANUARY 2, 2024**

CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met for the purpose of reorganization on January 2, 2024. District Magistrate Jeffrey Sneeringer called the meeting to order at 7:00 p.m. with a roll call of members. Present were Commissioners Berlingo, Heiland, Commissioners-Elect Baile, Brown and Elksnis. Also present were Township Manager Ledley, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, WWTP Superintendent Lank, Zoning Officer Smith, and Township Secretary Sweeney.

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.

ADMINISTRATION OF OATHS OF OFFICE TO COMMISSIONERS:

District Magistrate Sneeringer administered the oaths of office to Commissioners-Elect Matthew Baile, Michael Brown, and Mark Elksnis.

ELECTION OF OFFICERS:

Commissioner Brown called for the nominations for the office of President. It was moved by Commissioners Heiland/Berlingo to nominate Mark Elksnis to the office of President of the Penn Township Board of Commissioners. The motion carried unanimously.

Commissioners Elksnis/Heiland moved to nominate Pamela Berlingo for the office of Vice-President of the Penn Township Board of Commissioners. The motion carried unanimously.

ANNOUNCEMENTS:

Commissioner Elksnis announced there was an executive session held on December 18, 2023, following the Board of Commissioners meeting to discuss personnel matters and other legal matters involving attorney/client privilege. He also announced that an executive session will be held following the Health and Sanitation Committee meeting this evening.

COMMITTEE APPOINTMENTS:

Commissioner Elksnis read the committee appointments for 2024-2025 as follows:

Finance	Chairman: Michael Brown Co-Chairman: Justin Heiland	
Health & Sanitation	Chairman: Pamela Berlingo Co-Chairman: Matthew Baile	
Personnel	Chairman: Mark Elksnis Co-Chairman: Justin Heiland	
Public Safety	Chairman: Justin Heiland Co-Chairman: Mark Elksnis	
Public Works	Chairman: Matthew Baile Co-Chairman: Pamela Berlingo	
South Western Recreation Commission:	Representative: Justin Heiland Alternate: Michael Brown	
South Western Liaison Committee:	Representative: Mark Elksnis Alternate: Matthew Baile	
Hanover Area Regional Economic Development Committee	Representative: Pamela Berlingo Alternate: Mark Elksnis	
Police & Fire Pension Boards		Michael Brown Justin Heiland
Hanover Area Fire & Rescue Commission	Representative: Mark Elksnis Representative: Pamela Berlingo Alternate: Justin Heiland	

APPOINTMENT OF TOWNSHIP OFFICIALS:

Commissioners Heiland/Brown moved for the appointment of Tammi Ledley as Township Manager for a two-year term effective January 1, 2024. Motion carried.

Commissioners Heiland/Berlingo moved for the appointment of Steven M. Hovis, Esquire as Township Solicitor for a two-year term effective January 1, 2024. Motion carried.

Commissioners Heiland/Brown moved for the appointment of Eric J. Bortner as Township Engineer for a two-year term effective January 1, 2024. Motion carried.

Commissioners Heiland/Elksnis moved for the appointment of Steven Hartlaub as Township Broker of Record for a two-year term effective January 1, 2024. Motion carried.

Commissioners Heiland/Berlingo moved to adopt Resolution No. 1023 appointing Tammi Ledley as Township Treasurer, Donna M. Sweeney as Township Secretary, and Michael Brown as Assistant Township Secretary.

TOWNSHIP REPORTS – STANDING COMMITTEES:

Public Safety – Commissioner Heiland:

Commissioner Heiland had nothing to report.

Personnel – Commissioner Heiland:

Commissioners Elksnis/Heiland moved for the appointment of Charles Stauffer to a one-year term on the Penn Township Vacancy Board. Motion carried.

Commissioners Elksnis/Brown moved to reappoint Douglas Stambaugh, Group Hanover, Inc., as the Township Sewage Enforcement Officer. He further moved that Hanover Land Services, Inc, be appointed as Township Alternate Sewage Enforcement Officers. Motion carried.

Commissioners Elksnis/Heiland moved for the appointment of Matthew Baile and Michael Brown to the Penn Township Planning Commission, said term to expire December 31, 2025.

Public Works & Recreation – Commissioner Baile:

Commissioner Baile had nothing to report.

Planning – Commissioner Baile:

Commissioner Baile had nothing to report.

Finance – Commissioner Brown:

Commissioners Brown/Heiland moved to adopt Resolution No. 1024, appointing Tammi Ledley as the voting delegate and Donna M. Sweeney as the alternate delegate to represent Penn Township on the York County Tax Collection Committee. Motion carried.

Health & Sanitation – Commissioner Berlingo:

Commissioner Berlingo had nothing to report.

OLD BUSINESS: There was none.

NEW BUSINESS: There was none.

PERSONS TO BE HEARD/CITIZEN'S COMMENTS: There were none.

ADJOURNMENT:

There being no further business to come before the Board, Commissioners Elksnis/Heiland moved for adjournment at approximately 6:13 p.m. Motion carried.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary