

**MINUTES  
BOARD OF COMMISSIONERS PUBLIC MEETING  
FEBRUARY 15, 2021**

**CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:**

The Penn Township Board of Commissioners met in a regular session on Monday, February 15, 2021, via an online meeting. President Heiland called the meeting to order at 7:00 p.m. with a roll call of members. Present were Commissioners Brown, Cromer, Elksnis, Heiland, and Van de Castle. Also present were Solicitor Hovis, Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, 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.

**ANNOUNCEMENTS:**

Commissioner Heiland read a summary of the Video Conferencing Guidelines.

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

**APPROVAL OF THE MINUTES:**

The minutes of the January 18, 2021 Board of Commissioners meeting were approved as submitted.

**PERSONS TO BE HEARD – CITIZEN’S COMMENTS:** None.

**TOWNSHIP REPORTS – STANDING COMMITTEES:**

**Public Safety – Commissioner Brown:**

Commissioners Brown/Van de Castle moved to approve a request dated January 15, 2021, from The Allied Veterans Council of Hanover to conduct the annual Memorial Day Parade on Monday, May 31, 2021. They further moved that all street closings and public safety considerations be coordinated through the Chief of Police. Motion carried unanimously.

Commissioners Brown/Van de Castle stated, pursuant to the provisions of the Pennsylvania Emergency Management Services Code, it is moved to declare a disaster emergency for January 31, 2021. They further moved to authorize the Township Manager to make application for state and federal reimbursement of all eligible snow removal expenses associated with the snowstorm events occurring on the above referenced date. Motion carried unanimously.

Commissioners Brown/Van de Castle moved to continue the March 16, 2020 Disaster Declaration due to the COVID-19 pandemic for the period of January 26, 2021 through February 22, 2021, thus ratifying the extension of the original declaration. Motion carried unanimously.

Public Works & Recreation – Commissioner Van de Castle:

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

The MS4/Stormwater Inspector is available Monday through Friday from 7:00 am to 3:30 pm to answer any questions.

Commissioners Van de Castle/Brown moved to approve an agreement with Met-Ed for the installation of street lights at 200 Bragg Circle, 30, 50, and 80 McClellan Lane, 60 Sheridan Drive, 1691 Taylor Drive, and 1691 Beech Lane. Motion carried unanimously.

Commissioners Van de Castle/Cromer moved to approve an agreement with Mr. Lauren K. Bair for the temporary construction easement for road and bridge improvements on Karen Lane. Motion carried unanimously.

Commissioners Van de Castle/Elksnis moved to adopt Resolution No. 969, authorizing the execution of the Department of Conservation and Natural Resources grant agreement signature page in conjunction with the Penn Township Community Park Creative Playground Project. Motion carried unanimously.

Planning – Commissioner Van de Castle:

Commissioners Van de Castle/Brown moved to set the bond amount for Hanover Foods Freezer Expansion at \$738,977.25. Motion carried unanimously.

Commissioners Van de Castle/Brown moved to set the bond amount for Apple Honda of Hanover at \$27,533.00. Motion carried unanimously.

Commissioners Van de Castle/Cromer moved to approve a request dated January 15, 2021, from Rettew on behalf of the Hanover Foods Freezer expansion for a waiver to Article 4, Section 402 of the Penn Township Subdivision and Land Development Ordinance. Motion carried unanimously.

Commissioners Van de Castle/Elksnis moved to approve a request dated January 27, 2021 from Site Design Concepts on behalf of Apple Honda of Hanover for a waiver to Section 303.1E of the Stormwater Ordinance and Section 505.a and 505.K.1 of the Penn Township Subdivision and Land Development Ordinance. Motion carried unanimously.

There were no additions or changes to the Zoning Officer's Report.

There were no Subdivision and Land Development plans submitted for formal filing.

Commissioners Van de Castle/Brown moved to approve the following subdivision and land development plan.

SL18-20 Stonewicke V  
Motion carried unanimously.

Commissioners Van de Castle/Elksnis moved to approve the following extension requests that will expire on May 17, 2021.

SL17-10 Mustang Pointe  
SL18-20 Stonewicke V  
Motion carried unanimously.

Finance – Commissioner Cromer:

Commissioners Cromer/Van de Castle moved to approve Township warrants in the amount of \$750,439.08. Motion carried unanimously.

Commissioners Cromer/Van de Castle moved to adopt Resolution No. 966 Authorizing the disposition of municipal records in accordance with the Historical and Museum and Commission Act 428 of 1968. Motion carried unanimously.

Commissioners Cromer/Van de Castle moved to ratify a Memorandum of Understanding between Penn Township and Penn Township Patrolman's Association for the 2021 Change in Healthcare deductible. Motion carried unanimously.

Commissioners Cromer/Van de Castle moved to award the contract for Pre-Mixed Bituminous Concrete for the period of April 1, 2021 to March 31, 2022 to low bidder, York Materials Group LLC, 950 Smile Way, York PA 17404 under Alternate #1 as well as Alternate #2 at the following bid price as quoted:

<u>FOB Plant – Alternate #1</u>	
Pre-mixed Bituminous Stock Pile Material	\$105.00 per ton
9.5MM Superpave Surface Course	\$ 54.00 per ton
19MM Superpave Surface Course	\$ 49.40 per ton

25MM Superpave Surface Course \$ 46.70 per ton

FOB JOB – Alternate #2

9.5MM Superpave Surface Course \$ 59.90 per ton

25MM Superpave Surface Course \$ 52.60 per ton

Motion carried unanimously.

Commissioners Cromer/Van de Castle moved to award the contract for Crushed Stone for the period of April 1, 2021 to March 31, 2022 to low bidder, Vulcan Construction Materials, LP, 875 Oxford Avenue, Hanover, PA 17331 at the following bid price as quoted:

Delivery only in full truck load quantities to job locations as specified at time of delivery in Penn Township \$ 3.55 per ton

Screenings (AASHTO #10) \$ 12.25 per ton

2A Stone & 2 RC Stone \$ 9.20 per ton

Sand & Crushed Stone Anti-Skid \$ 13.30 per ton

1B Stone & HE6 Stone (AASHTO #8 & #9) \$ 14.20 per ton

2B Stone (AASHTO #57) \$ 13.00 per ton

Rip-Rap (R-5 & R-4) \$ 17.05 per ton

All Other Stone (Including AASHTO #1 & #3) \$ 13.00 per ton

Motion carried unanimously.

Commissioners Cromer/Van de Castle moved to award the contract for Chemical Products for the period of April 1, 2021 to March 31, 2022 to the low bidder, USALCO Baltimore Plant LLC, 2601 Cannery Avenue, Baltimore, MD 21226, for Liquid Polyaluminum Chloride, 36,000 gallons for the bid price of \$36,000.00. Motion carried unanimously.

Commissioners Cromer/Van de Castle moved to award the contract for Petroleum Products for the period of April 1, 2021 to March 31, 2022 to the following low bid price as quoted:

Mid-Atlantic Cooperative Solutions d/b/a Aero Energy, 230 Lincoln Way East, New Oxford, PA 17350

Regular Lead-Free Minimum 87 Octane Gasoline, Exclusive of Tax \$ 1.77080 per gallon

Diesel Oil No. 2, Straight Run \$ 1.92230 per gallon

PPC Lubricants Inc., 305 Micro Drive, Jonestown, PA 17038

#5-20 Motor Oil Universal, Multi-grade

in 55-gallon drums \$ 7.08000 per gallon

#15-40 Motor Oil Universal, Multi-grade  
in 55-gallon drums \$ 8.24000 per gallon

#10-20 Hydraulic Oil/Low Foaming Action,  
in 55-gallon drums \$ 6.80000 per gallon

Motion carried unanimously.

Commissioners Cromer/Van de Castle moved to award the contract for Snow & Rock Salt for the period of April 1, 2021 to March 31, 2022 to the low bidder, Eastern Salt Co., Inc., 134 Middle Street, Suite 210, Lowell, MA 01852 for Snow & Ice Rock Salt in bulk at the following bid price as quoted:

Delivery before July 01, 2021 \$60.60 per ton

Delivery before October 01, 2021 \$60.90 per ton

Delivery after October 01, 2021 \$60.90 per ton

Motion carried unanimously.

Commissioners Cromer/Van de Castle moved to award the contract for Traffic Line Painting for the period of April 1, 2021 to March 31, 2022 to the low bidder, Alpha Space Control Co., Inc, 1580 Gabler Road, Chambersburg, PA 17201 at the following bid price as follows:

Center Traffic Line Painting –  
Two four-inch Yellow Lines \$ 0.1040 per linear foot

Lane Line & Edge Line Painting –  
One four-inch White Line Solid or Dashed \$ 0.0528 per linear foot

Motion carried unanimously.

Personnel – Commissioner Brown:

Commissioners Brown/Van de Castle moved to adopt Resolution No. 967, setting the rate of pay for the Public Works Supervisor for the remainder of 2021. Motion carried unanimously.

Commissioners Brown/Van de Castle moved to adopt Resolution No. 968 appointing Troy A. Thomason to the Penn Township Zoning Hearing Board, said term to expire January 2026. Motion carried unanimously.

Health & Sanitation – Commissioner Elksnis:

Commissioners Elksnis had nothing to report.

**MANAGER'S REPORT:**

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

**OLD BUSINESS:** None.

**NEW BUSINESS:**

Commissioners Elksnis/Van de Castle moved for the destruction of the recording of this meeting following the approval of the minutes. Motion carried unanimously.

Commissioner Van de Castle stated that he is moving out of Penn Township, therefore he is submitting his resignation to the Penn Township Board of Commissioners effective February 24, 2021. The Board thanked Commissioner Van de Castle for his many years of service.

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

**QUESTIONS FROM THE PRESS:** None.

**ADJOURNMENT:**

There being no further business to come before the Board, Commissioners Brown/Van de Castle moved for adjournment at approximately 7:23 p.m. Motion carried unanimously.

Respectfully submitted,

Donna M. Sweeney,  
Township Secretary