

**MINUTES  
BOARD OF COMMISSIONERS PUBLIC MEETING  
OCTOBER 18, 2021**

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

The Penn Township Board of Commissioners met in a regular session on Monday, October 18, 2021. President Heiland called the meeting to order at 7:00 p.m. with a roll call of members. Present were Commissioners Black, Brown, Cromer, Elksnis, and Heiland. 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 announced that an executive session was held on Tuesday, October 5, 2021, after the Health & Sanitation Committee meeting to discuss personnel matters. Commissioner Heiland also 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 September 20, 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/Cromer moved to approve the Cooperation Agreement with Wellspan Philhaven, and the York/Adams MH-IDD Programs for the Co-Responder Program. Motion carried unanimously.

Commissioners Brown/Elksnis moved to adopt the revised Civil Service Rules and Regulations for the Police. Motion carried unanimously.

Public Works & Recreation – Commissioner Black:

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 Black/Elksnis moved to approve the Karen Lane Bridge Superstructure Replacement Change Order No. 1. Motion carried unanimously.

Commissioners Black/Elksnis moved to authorize C.S. Davidson to advertise the bidding documents for Ridge Avenue and/or Wilson Avenue bridge guide rail project. Motion carried unanimously.

Planning – Commissioner Black:

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 Black/Cromer moved to approve the following Subdivision and Land Development plan:

SL21-10 Conewago North Ridge Partners L.P.  
Motion approved unanimously.

There were no Subdivision and Land Development Plans to be extended.

Finance – Commissioner Cromer:

Commissioners Cromer/Brown moved to approve Township warrants in the amount of \$1,995,099.16. Motion carried unanimously.

Commissioners Cromer/Brown moved to adopt Resolution No. 976, authorizing a 457 plan for Public Safety Employees. Motion carried unanimously.

Commissioners Cromer/Elksnis moved to approve a request dated September 1, 2021 from HRG on behalf of Conewago Contractors for a modification to the Subdivision and Land Development Filing Fee. Motion carried unanimously.

Personnel – Commissioner Brown:

Commissioner Brown had nothing to report.

Health & Sanitation – Commissioner Elksnis:

Commissioners Elksnis/Black moved to authorize GHD to advertise the bidding documents for the Oak Hill/Hershey Heights Sewer Project. Motion carried unanimously.

Commissioners Elksnis/Black moved to authorize the Township Manager to execute right of way agreements for the Janet Street Pumping Station Project. Motion carried unanimously.

**MANAGER'S REPORT:**

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

**OLD BUSINESS:** Commissioner Heiland commended Engineer Bortner and the Public Works department for their help with the Kid's Kingdom picket pick-up.

**NEW BUSINESS:** None.

**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 Elksnis/Brown moved for adjournment at approximately 7:08 p.m. Motion carried unanimously.

Respectfully submitted,

Donna M. Sweeney,  
Township Secretary