

**MINUTES  
BOARD OF COMMISSIONERS PUBLIC MEETING  
DECEMBER 19, 2022**

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

The Penn Township Board of Commissioners met in a regular session on Monday, December 19, 2022. President Brown called the meeting to order at 7:00 p.m. with a roll call of members. Present were Commissioners Allison, Berlingo, Elksnis, Heiland, and Brown. Also present were Solicitor Ruth, Township Manager Rodgers, Police Chief Hettinger, 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 Brown announced that an executive session was held following the Health & Sanitation Committee meeting on December 6, 2022, to discuss legal and personnel issues. He 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 November 21, 2022, Board of Commissioners meeting were approved as submitted.

**PERSONS TO BE HEARD – CITIZEN’S COMMENTS:** There were none.

**PUBLIC HEARING – 2023 BUDGET:**

Commissioner Heiland commended Manager Rodgers and the Board for their work on the 2023 Budget. He reported that Real Estate Taxes are not increasing this year and have not been increased for five years. He also reported that no American Rescue Funds have been used in the budget.

Mr. Leonard Rice, 125 Hirtland Avenue, commended the Board for not raising taxes.

Commissioners Allison/Heiland moved to adopt Ordinance No. 848, the 2023 budget. Motion carried on a 5-0 roll call vote.

Commissioners Allison/Heiland moved to adopt Ordinance No. 849, setting the real estate tax rate for 2023 at 4.40 mills. Motion carried on a 5-0 roll call vote.

Commissioners Allison/Heiland moved to authorize the Township Manager to balance all 2022 funds by transferring surplus funds to those accounts showing deficits. Motion carried unanimously.

**TOWNSHIP REPORTS – STANDING COMMITTEES:**

Public Safety – Commissioner Elksnis:

Commissioner Elksnis reported he will be meeting with Police Chief Hettinger to discuss updating Ordinance 590. He also reported that he attended the graduation ceremony of Officer Connor Perone and requested Officer Perone to attend the next Public Safety Committee meeting.

Public Works & Recreation – Commissioner Heiland:

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 Heiland/Berlingo moved to approve an agreement with ALS Group USA, Corporation for MS4 Illicit Discharge Detection and Elimination dry weather sample testing. Motion carried unanimously.

Planning – Commissioner Heiland:

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

The following Subdivision and Land Development plan was submitted for formal filing.

SL22-15      WAWA Food Market & Fueling Station

There were no Subdivision and Land Development plans submitted for approval.

Commissioners Heiland/Berlingo moved to approve the following extension requests that will expire on March 20, 2023:

SL22-07      Carroll County Christian Center  
SL22-10      934 Baltimore Street – Cody Bentzel  
SL22-11      Liberty Restoration & Construction, LLC  
Motion carried unanimously.

Personnel – Commissioner Heiland:

Commissioners Heiland/Allison moved to reappoint Douglas Stambaugh, GHI Inc., as the Township Sewage Enforcement Officer. They further moved that Hanover Land Services be appointed as the Township Alternate Sewage Enforcement Officers. Motion carried unanimously.

Finance – Commissioner Allison:

Commissioners Allison/Elksnis moved to approve Township warrants in the amount of \$2,543,422.00. Commissioner Allison abstained from warrants for vendor #3457. Motion carried unanimously.

Commissioners Allison/Elksnis moved to adopt Resolution No. 994, fixing the rates of pay and various benefits for management and non-uniformed employees of Penn Township for 2023. Motion carried unanimously.

Commissioners Allison/Elksnis moved to adopt Resolution No. 995 setting fees for permits and services for 2023. Motion carried unanimously.

Commissioner Allison moved to approve a request dated November 23, 2022, from Hanover Land Services, Inc. for a waiver of the Zoning Hearing Board fees for South Western School District. The motion failed due to lack of a second.

Commissioners Allison/Elksnis moved to deny a request dated November 23, 2022, from Hanover Land Services, Inc. for a waiver of the Zoning Hearing Board fees for South Western School District. Motion carried unanimously.

Health & Sanitation – Commissioner Berlingo:

Commissioners Berlingo/Elksnis moved to approve Conewago Enterprises, Inc. Change Order No. 1, for the Oak Hills/Hershey Heights New Sanitary Sewer and Pump Stations in the amount of \$105,011.00. Motion carried unanimously.

**MANAGER’S REPORT:**

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

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

Commissioners Brown/Heiland moved to adopt Ordinance No. 850 establishing the time and place of regular meetings of the Board of Commissioners. Motion carried on a 5-0 roll call vote.

Commissioner Elksnis also presented the Board with quotes for a new fire engine, he requested the Board to look over the quotes for future discussion.

**PERSONS TO BE HEARD/CITIZEN'S COMMENTS:**

Mr. Hurry Kail, 1321 Maple Lane, questioned when the price of trash bags would take effect. Commissioner Heiland explained that we are contracted through Penn Waste to dispose of the bags. Currently the price of disposal is \$2.37, plus the cost of creation of the bag. Come 2023 the price of disposal alone will be increasing to \$4.76, plus the cost of the creation of the bag, with additional increases in 2024, and 2025.

Mr. Leonard Rice, 125 Hirtland Avenue, questioned the Board regarding the replacement of water meters. The Board advised Mr. Rice to contact Hanover Borough Water Department.

**QUESTIONS FROM THE PRESS:** None.

**ADJOURNMENT:**

There being no further business to come before the Board, Commissioners Heiland/Elksnis moved for adjournment at approximately 7:33 p.m. Motion carried unanimously.

Respectfully submitted,

Donna M. Sweeney,  
Township Secretary