

**PENN TOWNSHIP
BOARD OF SUPERVISORS
MINUTES**

DATE & TIME:

February 22, 2016

7:00 PM

ATTENDANCE:

Board Members Present:

Benjamin Bruckhart

Ronald Krause

Richard Landis

Dick Shellenberger

Board Member Absent:

Jill Groff

OTHERS IN ATTENDANCE:

Betsy Logan, Director of Community Development

George Osenburg, resident

Michael Wolgemuth, STES

Daniel Wagner, Manheim Fire Department

Randy Sweitzer, resident

Ron Hosler, resident

Daryl Myer, Myers Furniture Store

Connie Weidle, Recording Secretary

Call to Order and Pledge of Allegiance- 7 P.M., Ben Bruckhart, Chairperson

Public Comment/Guest Recognition

The Board welcomed Mark Hiester as the new Township Manager.

Alan Sheaffer, resident of the Sweetbriar Development, addressed the Board concerning the lack of snow removal in the Sweetbriar Development during the recent large snowstorm. He commented that the developer did not adequately remove the snow in order to allow residents to enter and leave the development, including school buses. The Board replied that they are aware of this issue with the developer and will look into options to correct this for the future.

Approval of Minutes—February 8, 2016

A motion was made by D. Shellenberger, with a second by R. Krause, to approve the minutes of the February 8, 2016 Board of Supervisors' Meeting. The motion passed with a vote of 3-0. B. Bruckhart abstained from voting, as he was not present for the meeting.

Treasurer's Reports

The Treasurer's Report was presented. The full report can be obtained at the Township Office. A motion was made by R. Krause, with a second by D. Shellenberger, to accept the Treasurer's Report as presented. The motion passed unanimously.

Approval to Pay Invoices

A motion was made by R. Krause, with a second by D. Shellenberger, to approve the payment of invoices submitted to the Board. The motion passed unanimously.

The Following Reports were reviewed by the Board:

Northern Lancaster County Regional PD—January 2016

Penryn Fire Department— January 2016

Northwest Emergency Medical Services— January 2016

Manheim Fire Department— January 2016

Dan Wagner, Manheim Fire Department, presented his report to the Board. He also reported on the following items:

- A meeting took place with Shannon Martin, Ben Bruckhart and Chief Steffen relative to automatic alarms calls. He reported that alarm calls will be clarified between all departments and communication and reporting will be worked on for improvement.
- The South Central Task Force will be conducting a training exercise on March 7, 2016 at the Manheim Auto Auction that members of the Board are invited to attend to observe.
- A DUI re-enactment will be held at the Manheim Central School District in April and the fire companies are invited to attend this event.

Northwestern Lancaster County Authority

Mike Wolgemuth presented his monthly report to the Board. He also reported on the following items:

- A water pipe broke inside the Cedar Hollow Pump Station Control Building. The station is up and running but an insurance claim will be filed to cover the expenses that result from damages to the equipment.
- A breaker to the Automatic Transfer Switch at the Fruitville Booster Station failed. Proposals are being sought from Dynatech and Garden Spot Electric for a solution. Discussion took place concerning the need to purchase a new transfer switch or to rebuild one that was previously used. A motion was made by D. Shellenberger, with a second by R. Krause, to approve the purchase of a new ASCO Transfer Switch. The motion was approved by a vote of 3-1. (B. Bruckhart-yes, D. Shellenberger-yes, R. Krause-yes, R. Landis-no)

The Board reviewed the following reports:

Manheim Area Water and Sewer Authority

Manheim Community Library— January 2016

Lititz Rec Center –

Township Manager's Report—February 2016

Receipt of the following Communications was acknowledged:

- Lancaster County Drug Task Form Fourth Quarter and Year End Report for the Year 2015
- LCATS invitation to Annual Spring Meeting on Tuesday, March 29, 2016
- Thank you and list of revenues and expenses from Penryn Athletic Association
- Invitation for observers to the Rescue Task Force (RTF) training on Monday, March 7, 2016
- Agenda for March 9, 2016 Zoning Hearing Board Meeting

Old Business:

- The Board reviewed the previous letter that was sent to 16 property owners along Holly Tree Road and Hill Street relative to the extension of time to connect to sewer from 60 days from receipt of the Notice to Connect to 180 days from receipt of the Notice to Connect.
- Discussion took place relative to the proposed Township building renovations. No action was taken at this time.
- B. Logan reported on the items that were discussed at the Agricultural Security Area Advisory Committee Meeting. They are in the process of forming a list of criteria that would be used to decide which farms qualify to be preserved within the township.

New Business:

- On motion by D. Shellenberger, with a second by R. Landis, it was unanimous to adopt Resolution 2016-08 Appointment and Compensation of the Township Manager.

- On motion by R. Krause, with a second by D. Shellenberger, it was unanimous to appoint Mark Hiester as Township Secretary.
- On motion by R. Krause, with a second by R. Landis, it was unanimous to establish a bond for the Township Secretary in the amount of \$1,000,000.00.
- On motion by R. Krause, with a second by R. Landis, it was unanimous to appoint D. Shellenberger as the Primary Delegate for the Annual Meeting of MRM Property & Liability Trust.
- On motion by R. Landis, with a second by R. Krause, it was unanimous to appoint J. Groff as the Alternate Delegate for the Annual Meeting of MRM Property & Liability Trust.
- On motion by D. Shellenberger, with a second by R. Krause, it was unanimous to authorize execution of the Required Proxy Statement to authorize the Chairman of the MRM Property & Liability Trust to cast votes in the absence of the Selected Township Delegates.

Other Business

- On motion by R. Krause, with a second by D. Shellenberger, it was unanimous to discontinue the contract with David Kratzer for consulting services as of February 29, 2016.
- On motion by D. Shellenberger, with a second by R. Krause, it was unanimous to authorize the execution of the Letter of Agreement for Usage of the Township Facility for the Purpose of Voting.

Adjournment:

On motion by D. Shellenberger, with a second by R. Krause, it was unanimous to adjourn the Meeting at 8:20 p.m. into Executive Session for a personnel matter.

The Board reconvened the Meeting at 9:00 p.m. No further action was taken.

On motion by R. Landis, with a second by R. Krause, it was unanimous to adjourn the Meeting at 9:01 p.m.

Respectfully Submitted,
Connie Weidle, Recording Secretary