

**PENN TOWNSHIP  
BOARD OF SUPERVISORS  
MINUTES**

DATE & TIME:

January 4, 2021

7:00 PM

**BOARD ATTENDANCE:**

Benjamin Bruckhart  
Ronald Krause  
Richard Landis  
Gary Stevens  
Tom Walsh

**OTHERS IN ATTENDANCE:**

Mark Hiester, Township Manager  
Connie Weidle, Recording Secretary

**Call to Order and Pledge of Allegiance** – Ben Bruckhart, Chairman, 7 P.M.

**Public Comment & Guest Recognition** – None

**Treasurer's Reports and Approval to Pay Invoices (End of 2020 Year)**

A motion was made by G. Stevens, with a second by R. Krause, to approve the Treasurer's Reports and the payment of invoices. The motion passed unanimously.

**B. Bruckhart relinquished the Chair to R. Landis for reorganization of the Board.**

**New Business:**

1. Reorganization of the Board  
A motion was made by R. Krause, with a second by G. Stevens, to appoint the following:
  - a. Chairperson – Ben Bruckhart
  - b. Vice Chairperson – Richard Landis
  - c. Secretary – Mark Hiester
  - d. Assistant Secretary – Gary Stevens
  - e. Treasurer – Ronald Krause
  - f. Assistant Treasurer – Mark HiesterThe motion passed unanimously.

**B. Bruckhart continued the Meeting as the Chairperson.**

2. A motion was made by R. Landis, with a second by R. Krause to certify B. Bruckhart and M. Hiester as the voting delegates (primary and alternate) for the Pennsylvania State Association of Township Supervisors. The motion passed unanimously.
3. 2021 Liaison Responsibilities  
A motion was made by R. Landis, with a second by R. Krause to appoint the following:
  - a. Administration - Stevens and Krause
  - b. Public Works - Bruckhart and Walsh
  - c. Planning Commission/Zoning Hearing Board - Stevens and Landis
  - d. Northwestern Lancaster County Authority - Landis and Krause
  - e. Emergency Services - Bruckhart and Walsh
  - f. Park and Recreation- Landis and WalshThe motion passed unanimously.
4. 2021 Committee Assignments

A motion was made by R. Landis, with a second by T. Walsh, to appoint the following:

- a. Lititz recCenter - Stevens
- b. Non-Uniform Pension Committee - Stevens, Hiester, and Lefever
- c. Agricultural Security Area Advisory Committee – Landis

The motion passed unanimously.

5. A motion was made by R. Landis, with a second by R. Krause, to establish the amount of the Treasurer's/Assistant Treasurer's Bonds at \$1,000,000.00. The motion passed unanimously.

6. A motion was made by R. Krause, with a second by G. Stevens, to adopt Resolution 2021-01 Boards and Commission Appointments. The motion passed unanimously.

A motion was made by R. Landis, with a second by R. Krause, to adopt Resolution 2021-02 Appointment of a Tax Collector. The motion passed unanimously.

A motion was made by R. Krause, with a second by T. Walsh, to adopt Resolution 2021-03 Non-Uniform Pension Plan Member Contributions. The motion passed unanimously.

A motion was made by T. Walsh, with a second by R. Krause, to adopt Resolution 2021-04 Appointment of Township Consultants. The motion passed unanimously.

A motion was made by R. Landis, with a second by T. Walsh, to adopt Resolution 2021-05 Appointment of Public Accountant and Compensation to be Paid. The motion passed unanimously.

A motion was made by R. Landis, with a second by R. Krause, to adopt Resolution 2021-06 Appointment and Compensation of Township Manager. The motion passed unanimously.

A motion was made by R. Landis, with a second by R. Krause, to adopt Resolution 2021-07 Fee Schedule Including Engineer and Solicitor Fee Rates. The motion passed unanimously.

7. A motion was made by R. Krause, with a second by R. Landis, to appoint Mark Hiester as the primary municipal voting delegate and Jim Fisher as the alternate municipal voting delegates to serve on the Lancaster County Tax Collection Bureau's Management Committee for 2021. The motion passed unanimously.

8. A motion was made by G. Stevens, with a second by R. Krause, to adopt the IRS 2021 Standard Mileage Reimbursement Rate, 56 cents per business mile driven. The motion passed unanimously.

9. A motion was made by R. Landis, with a second by T. Walsh, to authorize the Township Manager to execute Broker APPI's Natural Gas Purchase Contract with existing vendor, Snyder Brothers, Inc. and lock in the rate as long as possible. The motion passed unanimously.

### **Adjournment**

A motion was made by R. Landis, with a second by G. Stevens, to adjourn the meeting at 7:32 p.m. The motion passed unanimously.

Respectfully Submitted,  
Connie Weidle  
Recording Secretary