



PENN TOWNSHIP

LANCASTER COUNTY, PA

BOARD OF SUPERVISORS MEETING MINUTES

February 13, 2023

7:00 PM

BOARD ATTENDANCE:

Benjamin Bruckhart
Richard Landis
Ronald Krause
Gary Stevens
Tom Walsh

OTHERS IN ATTENDANCE:

Mark Hiester, Township Manager
Daryl Lefever, Public Works Director
Jennifer Tulonen, Township Planner
Matthew Reeser, BCO, Zoning Officer
Fred Hammond, resident
Randall Forney, Providence Engineering

Duane Ober, Lititz Fire Company
Mike Smith, Lititz Fire Company
Gary Haldeman, resident
Amanda Groff, Harbor Engineering
Elaine Walmer, LNP
Connie Weidle, Recording Secretary

Call to Order and Pledge of Allegiance – B. Bruckhart opened the meeting at 7 p.m. with the Pledge of Allegiance.

Public Comment & Guest Recognition – There were no public comments or guest recognitions.

Subdivision, Land Development, and Stormwater Management

- Randall Forney, Providence Engineering, presented 2 Subdivision and Land Development Ordinance waiver requests on behalf of the Manheim Auto Auction. They are in relation to the construction of 3 photo booths that cars will drive through at the Auction. Two of the booths will be new construction and 1 will be in an existing structure.

A motion was made by R. Krause, with a second by G. Stevens, to conditionally grant the Waiver of Land Development and the Waiver of Planning Commission Review, conditioned upon the items mentioned in the Township Planner's letter dated February 13, 2023. The motion passed unanimously.

- Jennifer Tulonen presented the Small Project Stormwater Management Plan for 402 W. Sunhill Rd. This is for the construction of garage space.

A motion was made by T. Walsh, with a second by R. Krause, to grant conditional approval of a Small Project Stormwater Management Plan for 402 W. Sunhill Rd, conditioned upon the items mentioned in the Township Planner's letter dated February 7, 2023. The motion passed unanimously.

- A motion was made by R. Krause, with a second by T. Walsh, to accept the Pleasant View Community Cultural Center (22-006) Grant of Time Extension to Penn Township until April 24, 2023. The motion passed unanimously.

New Business

- Duane Ober and Mike Smith Lititz Fire Company, discussed with the Board the box alarms of the Fire Company. They shared that the way they respond to Penn Township is the same as the response provided in Lititz Borough and Warwick Township and the best equipment available will be provided.
- Discussion took place relative to the Draft Volunteer Fire Company Tax Credit Program. Duane Ober explained how the program works in Warwick Township. They provide a tax credit on Earned Income Tax and he explained this is helpful with recruitments. Tom Walsh commented this would help with the need to target younger members. The board directed staff and the solicitor to prepare a draft ordinance.
- Discussion took place relative to the Fruitville Pike Intersection Project Change Orders 3, 4, 5, 6, 7, and 8. It was the consensus of the Board to table all of the decisions on the Change Orders until further explanations could be provided.
- A motion was made by G. Stevens, with a second by R. Krause, to approve the Make-a-Wish Convoy Road Closure Agreement for May 14, 2023. The motion passed unanimously.
- A motion was made by R. Landis, with a second by R. Krause, to authorize the Isolved, Inc. (formerly NCR) Payroll Services Agreement. The motion passed unanimously.
- M. Hiester explained the PennDOT requirement for a transportation engineer for PennDOT projects. This will allow for larger grant funding availability.

A motion was made by R. Krause, with a second by R. Landis, to authorize the Policy and Procedure for Consultant Selection Federal Aid Engineer Request for Proposals Agreement. The motion passed unanimously.

- Amanda Groff, Harbor Engineering, presented the Sewer Planning Module on behalf of the developers of Penn Station Townhomes. She explained that part of the development will involve a private conveyance sewer system where all proposed units will be on one lot with one connection.

A motion was made by G. Stevens, with a second by R. Krause, to approve Resolution 2023-18: Sewage Planning Module for Penn Station Townhouses. The motion passed unanimously.

- A motion was made by T. Walsh, with a second by G. Stevens, to authorize the execution of the Tax Claim Bureau Uncollected Real Estate Taxes List. The motion passed unanimously.

Consent Agenda

- A motion was made by R. Landis, with a second by T. Walsh, to approve the January 23, 2023 Meeting Minutes as presented. The motion passed unanimously.
- A motion was made by T. Walsh, with a second by R. Krause, to approve the Treasurer's Reports and the payment of invoices. The motion passed unanimously.
Discussion took place relative to the details of the Blue Ridge phone invoice. M. Hiester said Township Staff will look into the details of the invoice and report back to the Board.
- The Board reviewed the following Communications:
 - Township Spring Newsletter
 - United States Census Bureau – Annual Boundary and Annexation Survey
 - Chapter 102: NPDES Permit Letter, for Andrew Ill, 2143 E. Mt. Hope Rd. – J. Tulonen commented that the owner of this property is receiving grant money to move all of the barnyard to one side of Mt. Hope Road.
 - PA Classics Updated Events List

▪ Reports

Building, Zoning, and Property Maintenance – M. Reeser presented his monthly report to the Board and noted that he is meeting tomorrow with the owner of 260 S. Oak Street to discuss changes being made to the property and provide help through the permitting process if possible.

Planner – J. Tulonen highlighted the following items from her monthly report:

- Pleasant View Community resubmitted plans today and they will come before the Planning Commission in March.
- The Planning Commission recommended approval of the plans for the 327 White Oak Road Land Development.
- The NPDES Permit arrived today for 1725 Boyer Run Road.
- The final items for the 1046 Newport Road stormwater project were submitted today.
- There were approximately 80 people that attended the Ag Security Farmer Event.
- J. Tulonen spoke with Matt Kofroth about the Ill Farm stormwater project and this will come before the Township when it is ready to be submitted.

Public Works – D. Lefever presented his monthly report to the Board. In response to the question as to when the new truck would be arriving, he replied it is supposed to be built tomorrow in the factory.

Manager – M. Hiester highlighted 2 items from his monthly report:

- Discussion is taking place about the proposed detour on S. Oak Street when the Rt. 72 bridge over the Chiques Creek is replaced.
- The Pension Fund is improving.

Adjournment

A motion was made by R. Landis, with a second by R. Krause, to adjourn the meeting at 8:27 p.m. The motion passed unanimously.

Respectfully Submitted,
Connie Weidle
Recording Secretary