



# PENN TOWNSHIP

LANCASTER COUNTY, PA

## BOARD OF SUPERVISORS MEETING MINUTES

January 2, 2024

7:00 PM

### BOARD ATTENDANCE:

Benjamin Bruckhart  
Richard Landis  
Gary Stevens  
Tom Walsh  
Joe Eisenhauer

### OTHERS IN ATTENDANCE:

Mark Hiester, Township Manager  
Fred Hammond, resident  
Michael Itwaru, Lancaster Online  
Connie Weidle, Recording Secretary

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

**Public Comment & Guest Recognition** – The Board welcomed Joe Eisenhauer as the newly elected Supervisor.

The Board reviewed the pictures of the Eagle Scout gaga pit project and sign at the Sweetbriar Park. They complimented Christian Adams on a job well done.

### **Treasurer's Reports and Approval to Pay Invoices (End of 2023 Year)**

A motion was made by T. Walsh, with a second by G. Stevens, to approve the Treasurer's Reports and grant approval to pay invoices. The motion passed unanimously.

B. Bruckhart passed the Chair to M. Hiester.

### **New Business:**

1. A motion was made by R. Landis, with a second by T. Walsh, to approve the Board officers in 2024 as,  
Chairperson – B. Bruckhart,  
Vice Chairperson – R. Landis,  
Secretary – M. Hiester,  
Assistant Secretary – G. Stevens,  
Treasurer – T. Walsh,  
Assistant Treasurer – M. Hiester.  
The motion passed unanimously.

M. Hiester passed the Chair to Chairman Bruckhart.

2. A motion was made by R. Landis, with a second by J. Eisenhauer, to certify T. Walsh and M. Hiester as the voting delegates (primary and alternate) for Pennsylvania State Association of Township Supervisors. The motion passed unanimously.

3. A motion was made by R. Landis, with a second by T. Walsh to appoint the 2024 Liaison Responsibilities to:
- a. Administration: G. Stevens and J. Eisenhauer
  - b. Public Works: B. Bruckhart and T. Walsh
  - c. Planning Commission/Zoning Hearing Board: G. Stevens and R. Landis
  - d. Northwestern Lancaster County Authority: R. Landis and J. Eisenhauer
  - e. Emergency Services: B. Bruckhart and T. Walsh
  - f. Park and Recreation: R. Landis and T. Walsh

The motion passed unanimously.

4. A motion was made by R. Landis, with a second by J. Eisenhauer, to appoint the 2024 Committee Assignments to:
- a. Non-Uniform Pension Committee: G. Stevens, M. Hiester, and D. Lefever.
  - b. Agricultural Security Area Advisory Committee: R. Landis.

The motion passed unanimously.

5. A motion was made by R. Landis, with a second by G. Stevens, to establish the amount of the Treasurer's Bond to \$2,000,000 / Assistant Treasurer's Bond to \$1,000,000. The motion passed unanimously.

6. A motion was made by R. Landis, with a second by T. Walsh, to adopt Resolution 2024-01 Boards and Commission Appointments. The motion passed unanimously.

A motion was made by R. Landis, with a second by J. Eisenhauer, to adopt Resolution 2024-02 Appointment of a Tax Collector. The motion passed unanimously.

A motion was made by R. Landis, with a second by T. Walsh, to adopt Resolution 2024-03 Non-Uniform Pension Plan Member Contributions. The motion passed unanimously.

A motion was made by R. Landis, with a second by G. Stevens, to adopt Resolution 2024-04 Appointment of Township Consultants. The motion passed unanimously.

A motion was made by R. Landis, with a second by T. Walsh, to adopt Resolution 2024-05 Appointment of Public Accountant and Compensation to be Paid. The motion passed unanimously.

A motion was made by G. Stevens, with a second by R. Landis, to adopt Resolution 2024-06 Appointment and Compensation of Township Manager. The motion passed unanimously.

A motion was made by J. Eisenhauer, with a second by R. Landis, to adopt Resolution 2023-07 Fee Schedule Including Engineer and Solicitor Fee Rates, with a correction to the Sections numbering. The motion passed unanimously.

Discussion took place relative to the false alarm fees. G. Stevens questioned if the fees are too low. M. Hiester replied that the police department requested all 3 municipalities within the police commission have the same fees in order to be more consistent.

7. A motion was made by G. Stevens, with a second by T. Walsh, to appoint Mark Hiester as the primary municipal voting delegate and James Fisher as the alternate municipal voting delegate to serve on the Lancaster County Tax Collection Bureau's Management Committee for 2024. The motion passed unanimously.

8. A motion was made by T. Walsh, with a second by J. Eisenhauer, to adopt the IRS 2024 Standard Mileage Reimbursement Rate of 67 cents per business mile driven. The motion passed unanimously.

9. A motion was made by T. Walsh, with a second by G. Stevens, to approve the December 18, 2023 meeting minutes as presented. The motion passed unanimously.
10. A motion was made by R. Landis, with a second by T. Walsh, to authorize execution of the Election Polling Place Agreement. The motion passed unanimously.

**Adjournment**

A motion was made by R. Landis, with a second by T. Walsh, to adjourn the meeting at 7:36 p.m. The motion passed unanimously.

Respectfully Submitted,  
Connie Weidle  
Recording Secretary