PENN TOWNSHIP

LANCASTER COUNTY, PA

BOARD OF SUPERVISORS MEETING MINUTES
January 6, 2025
7:00 PM

BOARD ATTENDANCE:
Benjamin Bruckhart
Richard Landis
Gary Stevens
Tom Walsh
Joe Eisenhauer

OTHERS IN ATTENDANCE:
Mark Hiester, Township Manager
Cullen Ketcham, resident
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 Ketcham. Ketcham asked if the speed indicators could be relocated on Sunhill Road to better alert motorists of their speed in the dip between Cedar Hollow and Loghes Drive. Hiester noted that the indicators placement was limited by some factors like where they may be safely anchored. Nevertheless, police commission members Ben Bruckhart and Tom Walsh said they would ask the police about this.

B. Bruckhart passed the Chair to M. Hiester.

New Business:

1. A motion by R. Landis seconded by G. Stevens to nominate Bruckhart as Chairman was approved 5 to 0. Bruckhart was given the Chair back.

2. A motion by Landis seconded by Stevens to nominate the Board officers in 2025 was approved 5 to 0: Chairperson – B. Bruckhart, Vice Chairperson – Eisenhauer, Secretary – M. Hiester, Assistant Secretary – G. Stevens, Treasurer – T. Walsh, Assistant Treasurer – M. Hiester.

3. A motion by Stevens seconded by J. Eisenhauer to certify T. Walsh and M. Hiester as the voting delegates (primary and alternate) for Pennsylvania State Association of Township Supervisors, was approved 5 to 0.

4. A motion by R. Landis seconded by T. Walsh to appoint the 2025 Liaison Responsibilities was approved 5 to 0:
   a. Administration: G. Stevens and J. Eisenhauer
   b. Public Works: B. Bruckhart and T. Walsh
   c. Planning Commission/Zoning Hearing Board: G. Stevens and J. Eisenhauer
   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

5. Motions to appoint the 2025 Committee Assignments were approved:
   a. Non-Uniform Pension Committee: G. Stevens, M. Hiester, and Shannon Martin, by Eisenhauer seconded by Landis 5 to 0.
   b. Agricultural Security Area Advisory Committee: R. Landis, by Bruckhart seconded by Stevens 4 to 1 with Landis voting No.

6. A motion by R. Landis seconded by Walsh was approved 5 to 0 to establish the amount of the Treasurer's Bond to $2,000,000 and the Assistant Treasurer's Bond to $1,000,000.

7. A motion by R. Landis, with a second by T. Walsh was approved 5 to 0 to adopt Resolution 2025-01 Boards and Commission Appointments, as corrected.

   A motion by R. Landis seconded by Stevens was approved 5 to 0 to adopt Resolution 2025-02 Appointment of a Tax Collector.

   A motion by R. Landis seconded by T. Walsh was approved 5 to 0 to adopt Resolution 2025-03 Non-Uniform Pension Plan Member Contributions.

   A motion by Eisenhauer seconded by Walsh was approved 5 to 0 to adopt Resolution 2025-04 Appointment of Township Consultants, as corrected.

   A motion by Walsh seconded by Eisenhauer was approved 5 to 0 to adopt Resolution 2025-05 Appointment of Public Accountant and Compensation to be Paid.

   A motion Stevens seconded by Eisenhauer was approved to adopt Resolution 2025-06 Appointment and Compensation of Township Manager, as corrected.

   A motion by Eisenhauer seconded by Landis was approved to adopt Resolution 2025-07 Fee Schedule Including Engineer and Solicitor Fee Rates.

   Eisenhauer asked that the township request for the 2026 year, proposals from firms in Resolution 2025-04 to perform the consulting services. The board agreed.

   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.

8. A motion by Walsh seconded by Landis was approved 5 to 0 to appoint Mark Hiester as the primary municipal voting delegate and Randall Wenger as the alternate municipal voting delegate to serve on the Lancaster County Tax Collection Bureau's Management Committee for 2025.

9. A motion by Landis seconded by Eisenhauer was approved 5 to 0 to adopt the IRS 2025 Standard Mileage Reimbursement Rate of 70 cents per business mile driven.

10. A motion by Walsh seconded by Stevens was approved 5 to 0 to approve the December 20, 2024 Fire Police request in West Donegal Township.

11. A motion by Eisenhauer seconded by Stevens was approved 5 to 0 to accept the Charis 2025 Liability and Property Insurance coverage proposal.

12. A motion by Landis seconded by Walsh was approved 5 to 0 to authorize execution of the Election Polling Place Agreement.

13. Communications were noted from Portnoff Law Firm on sewer and water collections and on the Lancaster Bike Club grant program.

14. Reports were reviewed from Building, Zoning, and Property Maintenance; Planner; Public Works, and the Manager.

15. The yard waste security camera and access systems were reviewed through a web browser.

Adjournment
A motion by Landis seconded by Eisenhauer to adjourn the meeting at 7:43 p.m. was approved 5 to 0.

Respectfully Submitted,
Mark Hiester, Secretary