



PENN TOWNSHIP

LANCASTER COUNTY, PA

BOARD OF SUPERVISORS MEETING MINUTES

November 10, 2025

7:00 PM

BOARD ATTENDANCE:

Benjamin Bruckhart
Joe Eisenhower (Absent)
Richard Landis
Gary Stevens
Tom Walsh

OTHERS IN ATTENDANCE:

Mark Hiester, Township Manager	Mike Parmer, Resident
Shannon Martin, Public Works Director	Gerald Wolfe, Resident
Jennifer Tulonen, Township Planner	
Stephanie Whitehouse, Recording Secretary	

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

Public Comment & Guest Recognition:

- Mike Parmer came to see how the acquisition of the property between Hillcrest Drive and the Cedar Hollow Development is going and if there is a timeframe for this to occur. Comments were made by the board about appraisal of the property and making an offer in the near future, with an estimated timeline of 10-12 months to be finalized.

Subdivision, Land Development & Stormwater Management Plans:

- 22-006: PVRC: Cultural Center, Reduction of Financial Security in the Amount of \$217,306.96, Balance Retained to be \$43,506.10. Staff recommended approval of reduction as written. The Board mentioned the Daycare and Farmers Market are yet to be built. Motioned by Landis, seconded by Walsh, approved 4-0.
- 25-015: Kreider Farms Dairy, Fill Placement and Waiver of Stormwater Management Plan, Recommendation of Conditional Approval was motioned by Landis, seconded by Stevens, approved 4-0.

New Business:

- Appoint Les Houck to the remainder of a 5-year term on the Northwestern Lancaster County Authority Ending December 31, 2027. It was noted he has 48 years' experience as a township supervisor and is the President of PSATS. Motioned by Landis, seconded by Stevens, approved 4-0.
- Revised 2025 Traffic Signal Maintenance Proposal – It was noted that daylight savings caused the flashers on White Oak Road to operate at the wrong time, but has since been fixed. CM High will maintain and service the flashers all year. Motioned by Landis, seconded by Walsh, approved 4-0.

- Revised 2026 Traffic Signal Maintenance Proposal – Motioned by Landis, seconded by Stevens, approved 4-0.
- Appoint Matt Reeser as Interim Manager – Motioned by Stevens, Walsh, and Bruckhart to approve. Opposed by Landis. Approved 3-1.

Consent Agenda:

- October 27, 2025 Meeting Minutes – Stevens mentioned Robert’s Rules and that the minutes should include member absences. Landis’ absence was added to the minutes and then approved. Motioned by Walsh, seconded by Stevens, approved 4-0.
- Treasurer’s Reports and Approval to Pay Invoices – Motioned by Walsh, seconded by Stevens, approved 4-0.
- Communications – Winter Newsletter
 - Bruckhart said that he liked that it included a letter from Chief Josh Kilgore to the Northern York County Regional Police Department offering condolences for the three fallen officers and two wounded on September 17, 2025.
 - Walsh questioned if we could make the Active Development chart easier to read by separating complete vs incomplete
- Reports –
 - Planning: Land development is expected soon for Cassel Signs. November 19th is the final public hearing for the Manheim Comprehensive Plan. February 3rd is the Farmer Appreciation Event. Planning and Public Works attended the MS4orum this October.
 - Public Works:
 - MAWSA said they should be finished fixing the Park Hill Drive road work from the water main replacement, by the first week of December. Public Works got a lot of information from the MS4orum.
 - Damage at Cedar Hollow Park was addressed.
 - A safety audit was done and we got good grades. It was suggested to get lit exit signs and an eyewash station in the shop. Fire extinguishers were good, and are checked monthly.
 - Walsh suggested starting a safety committee to get a discount on workman’s compensation insurance and have regular updates and safety checks.
 - Stevens asked if we are coloring the new truck since it wasn’t ordered in yellow.
 - Manager: They can make the flooding better on White Oak Road. Walsh asked about costs of gas. Staff recommends constellation. Bruckhart asked that it be put on the agenda for the next meeting.

Adjournment: Motioned by Landis, seconded by Walsh, approved 4-0 at 7:37 pm.

Respectfully Submitted,

Stephanie Whitehouse, Recording Secretary