

MINUTES
PUBLIC WORKS COMMITTEE
JANUARY 4, 2011

The Penn Township Public Works Committee met in public session on Tuesday, January 4, 2011 at 7:00 PM. Present were Chairman Goldsmith and Commissioners Goldsmith, Rewa, Felix, Heilman, and Prieber. Also present were Manager Garvick, Township Engineer Bortner, WWTP Supt. Mahone and Administrative Assistant Rodgers.

ANNOUNCEMENTS:

APPROVAL OF MINUTES: The minutes of the December 6, 2010 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None

ENGINEER'S REPORT: Engineer Bortner provided the SD/LD plans under current review for the Committee. He answered all questions and inquiries from the committee.

SOUTH WEST CROSSING: The Committee discussed a request dated January 4, 2011 from Burkentine and Sons for a modification of the sidewalk requirements for a portion of the South West Crossing plan. The developer provided letters from the owners of the existing duplex units on site, indicating that they did not want to have the utility pole relocated on their property. The developer installed the sidewalk without providing the grass buffer as required by the SD/LD Ordinance. The Planning Commission already reviewed the plan and recommended that the plan be approved with the sidewalk modification. There are still additional problems with the plan including an missing easement for the existing water service line to the existing duplex.

RESIDENTIAL SPRINKLER WAIVERS: The Committee received requests from both J. A. Myers Bldg. & Dev. And homebuilder Nathan Osborne regarding waivers of the residential sprinkler system requirement for new homes. The statewide building code requires residential sprinklers in all new homes effective January 1, 2010. The Township office closed at 4:30 PM on December 29, 2010 and did not reopen until Monday, January 3, 2011. Mr. Osborne and Mr. Myers came to the office on 12-30 to submit building plans for homes, anticipating that the office would be open. The plans could not be submitted until Monday, January 3, 2011. they are requesting that the mandatory sprinkler system requirement be waived. The Committee recommended that the plans be backdated and accepted for review by the Township if the Township Solicitor agrees that this is acceptable.

A2Z MOTOR SPORTS: The Committee received a request from property owner James Quinn for a waiver of the land development requirements to pave additional land at his property on 916 Baltimore Street. He is proposing to pave only an additional 15 x 70 parking area for the property. Engineer Bortner stated that there is no land development plan on record for the property. If the owner does not want to widen the access drive they will have designate the drive as a one way in and designate an additional access for exit from the property. The request will be reviewed the Planning

Commission at their next meeting.

NORTH POINT PLAZA: The Committee received requests from GHI Eng. for SD/LD waivers for the North Point Plaza plan. The plan has been amended since it was initially submitted. They are requesting waivers of the landscaping, storm water, sidewalk along Eisenhower Drive, and the Environmental Impact study. Engineer Bortner stated it would take the razing of the development to get it to today's standards. There are also concerns that the reconfiguration of Carlisle Street by PennDOT would restrict the ability to install sidewalks at this point, anyway. The storm water will be resolved when PennDOT completes their project. The entire movie theater will be torn down and the new building will be a Pizza Hut. The Planning Commission at their next meeting will review the request.

OLIVE GARDEN SIGNAGE: The Committee received a request from Site Enhancement Services, representing Olive Garden for a variance to the Township's sign ordinance. They are requesting 195 square feet of signage, which is more than the ordinance allows. They were initially proposing signs on three sides of the building. However, the most anyone will see at one time is two signs. Shawn Smith, SES, was in attendance and submitted a revised request that proposes four signs. The front sign is fifty square feet and the side and rear signs are sixty-five square feet, for a total of 245 square feet. The signs will be illuminated internally. The Committee recommended approving the request.

OLIVE GARDEN LIQUOR LICENSE: The Committee received a request from Flaherty and O'Hara, representing Olive Garden for transfer of a liquor license into Penn Township for the Olive Garden restaurant. A public hearing will be required for the approval of the Township to accept the liquor license. The Committee recommended holding a public hearing on February 1, 2011 to consider the request.

COMMUNITY AID THRIFT STORE: The Committee received a request from the Community Aid Thrift Store for a variance to the signage requirements for a proposed store in the South Hanover Shopping Center. The request is for 332 square feet of signage, all on the front of the building. The Township received a request on June 5, 2009 from Wallace & Nurick, representing South Hanover Partners, LP requesting a total of 268 square feet for this building. The intent of the developer was to place two stores in this building. This request was approved. The Community Aid Thrift Store will now occupy all the space that was intended for both stores. It was the consensus of the committee that this same amount of signage should now apply to the Community Aid Thrift Store.

MET ED STREET LIGHTS: Manager Garvick reported that Met Ed is offering to convert the current mercury vapor overhead streetlights to high-pressure sodium. The reduction in energy consumption will save the Township about \$500 a month for its 335 streetlights. There is no cost to the Township to convert the lights. There was discussion about possible light pollution in the more dense residential areas since the lumens output will be higher with the HPS light source. The Committee recommended changing the lights.

HANOVER TROLLEY LINE REPORT: Manager Garvick provided a yearly maintenance report from the York County Rail Trail Authority on the Hanover Trolley Line. Penn & Heidelberg Township's portion of the recreation trail has yet to be constructed, but Jackson Twp. and Hanover Borough are actively maintaining their portions. The Township has and will continue to apply for state grants to help finance the Township's portion of the former trolley line.

RECREATION REQUESTS: Administrative Assistant Rodgers reported that ball field reservation requests have been received from both the West Manheim Recreation Association and the South Hanover Little League. Although there are some conflicting requests as far as fields, Ms. Rodgers will assign the fields in the customary manner.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:
None.

The meeting was adjourned at 8:10 PM.

Respectfully Submitted

Jeffrey R. Garvick, Manager

MINUTES
PUBLIC WORKS COMMITTEE
FEBRUARY 1, 2011

The Penn Township Public Works Committee met in public session on Tuesday, February 1, 2011 at 7:12 PM following a meeting of the Board of Commissioners. Present were Chairman Goldsmith and Commissioners Rewa, Felix, Heilman, and Prieber. Also present were Manager Garvick, Township Engineer Bortner, WWTP Supt. Mahone, Highway Foreman Mahan, and Administrative Assistant Rodgers.

ANNOUNCEMENTS: Commissioner Prieber read the announcement of the executive session held following the Board of Commissioners meeting on January 17, 2011.

APPROVAL OF MINUTES: The minutes of the January 4, 2011 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None

ENGINEER'S REPORT: Engineer Bortner reported that Bill Basehoar, Crosswinds Development, was present with cost estimates for improvements to Breezewood Drive as part of their land development plan. He is requesting financial support for the Township's portion of the improvements. He presented a breakdown for the roadwork that would need to be completed. He is estimating that the project will cost \$56,585 excluding bonding, inspections, contingencies, stakeout, line painting, signage and pole relocation. Engineer Bortner reported that there are three land development plans proposed for Breezewood Drive, which makes it difficult to have the entire road done at one time. Engineer Bortner suggested that the improvements could be made and the adjacent property owners assessed for the improvements. Manager Garvick stated that some of the costs for the road improvement needed to be borne by the Township but what specifically would be the Township's contribution is difficult to assess at this time. The estimate included the pole realignment for \$6500, which may be reduced to zero once the utility company is contacted about the need for the pole to be removed to straighten the road. The Committee recommended having the Township Engineer and the Township Manager review the estimates before making a recommendation on the request.

GHI SHEPPARD MYERS STADIUM: Engineer Bortner reported on a request dated January 27, 2011 from GHI on behalf of the Hanover School District for a variance of the landscape and bufferyard requirements for the stadium improvements. They are requesting to plant Skyline Honey Locust trees along Wirt Avenue and John Street instead of approved trees from the subdivision and land development ordinance. Several years ago the school district removed the pine trees that were planted when the stadium was constructed in the 1940's. The Penn Township Planning Commission will review the request at their next meeting.

HICKORY FALLS ENTERTAINMENT CENTER: The Committee received a request dated January 28, 2011 from Jack Powell for a waiver of the land development plan requirements for an expansion at the Hickory Falls Entertainment Center located at the intersection of Hickory Road and Broadway. The Committee briefly reviewed the proposed changes and Manager Garvick provided a list of the building permits that have been received for this property. The last land development plan for this property was approved in 2005. The Penn

Township Planning Commission will review the request at its next meeting.

YORK COUNTY BOUNDARY & ANNEXATION SURVEY: Manager Garvick reported that he has received a request from York County Planning Commission to participate with them on the U.S. Census Boundary Annexation Survey. Manager Garvick stated that on a yearly basis the Township receives a request for an updated boundary and annexation survey and has to review the documents and return them to the Census Bureau. The agreement with York County would allow them to complete the report and return it on behalf of the Township. The Committee recommended approving the agreement with York County.

CENTER STREET REIMBURSEMENT AGREEMENT: Manager Garvick reported that he has received another amended agreement from PADOT for the Center Street improvement project. In 2003 the Township executed an agreement with PADOT for the project with PADOT taking the lead and the Township reimbursing them for 20% of the project. The Federal government would pay the other 80% of the costs. In 2009 PADOT requested an amended agreement, which increased the cost estimates and the local share from \$353,000 to \$662,591. The Township reluctantly agreed. On December 30, 2010 the Township received another requested amendment from PADOT. This amendment would now require the Township to take the lead on the project with the State reimbursing the Township when federal money is available. The reason given is because Center Street is not a state road. PADOT will give the specifications to the Township and have us bid and construct the project. Manager Garvick believes that the project cost will end up being about \$5M. The Committee recommended that Representative Tallman, Senator Waugh and the Township Solicitor be notified of PADOT's position. Manager Garvick reported that the amendments requested by PADOT are very different from the initial agreement that was signed in 2004. The Committee recommended that if the approved agreement is broken the Township would not be willing to pay any of the costs related to the project. The Township has not executed the proposed changes to the agreement. Manager Garvick will contact Senator Waugh and Representative Tallman about the situation.

MODEL STORMWATER MANAGEMENT ORDINANCE: Manager Garvick reported that he and Engineer Bortner are reviewing a model storm water management ordinance from the County. This ordinance is very different from the one we currently are using.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:
None.

The meeting was adjourned at 7:43 PM.

Respectfully Submitted

Jeffrey R. Garvick, Manager

MINUTES
PUBLIC WORKS COMMITTEE
MARCH 1, 2011

The Penn Township Public Works Committee met in public session on Tuesday, March 1, 2011 at 7:00 PM. Present were Chairman Goldsmith and Commissioners Rewa and Felix. Commissioner Heilman and Prieber were absent with notice. Also present were Manager Garvick, Township Engineer Bortner, WWTP Supt. Mahone, Highway Foreman Mahan, and Administrative Assistant Rodgers.

ANNOUNCEMENTS: Commissioner Goldsmith read the announcement of the executive session held following the Board of Commissioners meeting on February 21, 2011.

APPROVAL OF MINUTES: The minutes of the February 1, 2011 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None

ENGINEER'S REPORT: None.

SHEPPARD MYERS STADIUM: The Committee received a request dated January 27, 2011 from Group Hanover Inc. on behalf of Hanover School District for a waiver of the sign ordinance for two signs that do not meet the requirements of the sign ordinance for the Stadium project. The ordinance allows for 100 square feet of signage while the District is requesting just over 300 sq. ft. The two signs will be located at the front of the stadium along McAllister Street. The signs are not lit. The Committee recommended approving the signs as presented.

EHMIS: The Committee received a request dated January 27, 2011 from Group Hanover Inc. on behalf of York/Adams Community Tennis Association and the South Western School District for a waiver of a land development plan to enclose and renovate the tennis courts located behind the Emory H. Markle Intermediate School. Manager Garvick stated that there is very little parking near the courts with some additional parking shown on the plan. There is concern about the increased concentration of storm water runoff that would be created. The request will be reviewed by the Penn Township Planning Commission at their meeting on Thursday, March 3rd.

MODIFICATION OF ZONING ORDINANCE: Manager Garvick reported Commissioner Prieber asked a few months ago if there could be a change to the front yard setbacks for corner lots. There is some concern that the property owners are limited as to what they can use their lots for due to the two front yard setback requirement. The Township drew up a plan showing different setbacks for corner lots. The Township Zoning Officer met with Randy Beck, the chief planner from the York County Planning Commission. Mr. Beck indicated that the YCPC would not make a favorable recommendation on a change to the front yard setbacks for corner lots as they believe it violates Section 605 of the PA Municipalities Planning Code. Manager Garvick stated that he is continuing to receive complaints from residents whose neighbors have corner lots and have campers, RVs and others items parked within the setback area. He has been informing the residents that the Township is working on the situation. Manager Garvick stated that he has received letters from residents regarding

waivers to the requirement because they have small lots and nowhere to go with parking or storage. The Committee recommended reviewing the proposed changes at the next meeting when all the commissioners are present.

STATE BICYCLE ROUTE: The Committee received a request dated February 25, 2011 from the Healthy Adams Bicycle/Pedestrian Inc., requesting a letter of support for a State Bicycle Route from Glen Rock to Biglerville. They have also requested support from both Hanover Borough and Littlestown Borough. Since the proposed route is to be exclusively on state roads there will be no responsibilities for the municipalities but signs will be added to existing roadways by PADOT. They have the support of the Adams County Commissioners and the Hanover Cyclers. The Committee recommended supporting the request.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:
None.

The meeting was adjourned at 7:17 PM.

Respectfully Submitted

Jeffrey R. Garvick, Manager

MINUTES
PUBLIC WORKS COMMITTEE
April 5, 2011

The Penn Township Public Works Committee met in public session on Tuesday, April 5, 2011 at 7:00 PM. Present were Chairman Goldsmith and Commissioners Rewa, Felix, and Heilman. Commissioner Prieber was absent with notice. Also present were Manager Garvick, Township Engineer Bortner, WWTP Supt. Mahone, Highway Foreman Mahan, and Administrative Assistant Rodgers.

ANNOUNCEMENTS: None.

APPROVAL OF MINUTES: The minutes of the March 1, 2011 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

ENGINEER'S REPORT: None.

YORK/ADAMS TENNIS ASSOCIATION: Jeff Rebert was present to address the committee regarding the plan to cover the tennis courts at EHMIS. He provided a plan that addressed the drainage issues that were a concern to the committee. Although a previous request for a waiver of the land development requirements was denied Mr. Rebert would still like the Township to reconsider and grant a waiver in order to avoid the cost of the land development. Commissioner Heilman expressed concern that the landowner, South Western School District, was not present to represent the request. The committee will review the land development plan after it is submitted by the SWSD. It was suggested that any details of the plan such as drainage be addressed with staff prior to being brought to the committee. Commissioner Heilman also recommended that Mr. Rebert research the procedure to construct a private facility located on public property.

HIGH POINTE NORTH WAIVER REQUEST: The Committee received a request dated March 11, 2011 from GHI for a variance to the subdivision and land development ordinance for lots that do not meet the lot depth to width ratio. These lots will be located along Grandview Road and Kaitlyn Drive. The Penn Township Planning Commission will review the request at its next meeting.

DCNR GRANT APPLICATION: Administrative Assistant Rodgers reported that Manager Garvick and she met with a representative of DCNR with regards to the grant application for restroom facilities at the Community Park. The representative informed them that last year was DCNR's lowest revenue year but their highest request year. The representative provided information to help increase the score the Township would receive on the review. The grant application is due April 20, 2011.

RIGHT OF WAY ACQUISITION SERVICES: Manager Garvick reported that the Township received three proposals from right-of-way consultants for the Center Street project. He is recommending Interstate Acquisition Services. The proposals were submitted in compliance with federal regulations. All three of the firms were highly recommended from PADOT. There are 15 properties that the Township needs to acquire right-of-way from. The

Committee recommended putting the appointment on the agenda.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:
None.

The meeting was adjourned at 7:27 PM.

Respectfully Submitted

Jeffrey R. Garvick, Manager

MINUTES
PUBLIC WORKS COMMITTEE
MAY 3, 2011

The Penn Township Public Works Committee met in public session on Tuesday, May 3, 2011 at 7:00 PM. Present were Chairman Goldsmith and Commissioners Prieber, Rewa, Felix, and Heilman. Also present were Manager Garvick, Township Engineer Bortner, WWTP Supt. Mahone, Highway Foreman Mahan, and Administrative Assistant Rodgers.

ANNOUNCEMENTS: Commissioner Goldsmith announced an executive session was held prior to the meeting to interview applicants for committee vacancies.

APPROVAL OF MINUTES: The minutes of the April 5, 2011 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

ENGINEER'S REPORT: Township Engineer Bortner reported that he and Manger Garvick met with Steven Malesker from C.S. Davidson regarding the bridge inspections that occurred in 2009. The Ridge Avenue and Blettner Avenue bridges are in good structural condition. The Karen Lane Bridge is in serious condition due to diagonal cracks in the fascia beams. There were seven bridges in York County with this condition and this is the only one that has not been fixed. C.S. Davidson is going to give the Township an estimate on the engineering costs for the project. The repair will cost about \$17,000 and it was suggested that it could be done under an emergency repair. Township Engineer Bortner stated that in 2005 this type of bridge had a life expectancy of fifty years. However, in 2006 a bridge similar to ours collapsed somewhere in Pennsylvania and that reduced the life expectancy to five to ten years. Although the current bridge report shows a 10-year estimated life, there will be no service life estimates provided on future reports. Township Engineer Bortner provided a copy of the bridge inspection report for review. The photos indicate where the cracks are located. The recommendation in the report is to remove the blacktop and replace it with concrete. Engineer Bortner will get all the costs associated with the project and report back to the Committee.

REPLACEMENT OF FORD DUMP TRUCK: Township Engineer Bortner reported that township truck T-4 ran into the back of another township truck, T-6. T-6 suffered minimal damage but T-4 suffered extensive front end damage. After reviewing the options to have it repaired or replaced, they have decided to replace it. The Township insurance carrier will pay \$7,000 to total the vehicle. Manager Garvick contacted the York County Municipal Mangers group and was informed that York Township has a 1993 F350 with a dump bed and snowplow available for purchase that is comparable to our damaged F450 truck. One advantage is that the York Township vehicle is a four-wheel drive whereas the current vehicle has only two-wheel drive capability. The Committee is in favor of making an offer of \$4500 to York Township for the vehicle.

WAIVER REQUEST HANOVER F.O.E.: The Committee received a request dated April 6, 2011 from Hanover Land Services for a waiver of the landscaping and bufferyard requirements for the Hanover Fraternal Order of Eagles land development plan. The plan shows the addition of two parking areas. The Penn Township Planning Commission will review this request at their next meeting.

MODIFICATION OF THE ZONING ORDINANCE: Manager Garvick reported that the Committee has been considering the modification of the Township's zoning ordinance regarding the definition of corner lots. He provided a diagram to the committee that showed the proposed lot with one front yard instead of two for a corner lot. The additional side yard will allow sheds, stockpiling and six-foot fences along with other items allowed in side yards. There are currently individuals storing items in front yards that are not allowed. Manager Garvick feels a change in the definition may be in violation of the Municipalities Planning Code. He is recommending an opinion from the solicitor. Some of the committee members are concerned because the front yard will now become a side yard affecting the adjoining property. The committee recommended that the definition of a corner lot remain as it is. It was noted that any individuals currently in violation of the ordinance should be contacted.

MAINTAINING ABANDONED PROPERTIES: Manager Garvick stated that we are approaching that time of year when abandoned properties become a maintenance issue. Over the last several years, staff has been spending more and more time trying to figure out which bank owns the abandoned/foreclosed properties in order to get them to maintain the lawns. Other municipalities have been seeing some success by hiring lawn maintenance contractors to take care of the property and then lien the property for the lawn care expenses. The Committee recommended pursuing a maintenance plan for the properties. Manager Garvick will contact the Township solicitor to pursue a plan to deal with abandoned/foreclosed properties.

ADOPTING RECREATION AREA: Administrative Assistant Rodgers reported that a two and half acre tract from the Whispering Run subdivision has now been dedicated to the Township. Ordinance No. 724 has been prepared to adopt this property. This is the final tract of land that will be added to the Penn Township Community Park and will bring the park to a size of 32.5 acres. The ordinance will be adopted at the next Board of Commissioners meeting.

STUMP GRINDING: Township Engineer Bortner reported that last year the Township began planning timber maintenance program for the parks and recreation areas. After review with a forester it was found that several of the parks have stumps that are harboring insects which could be hurting the growth of the park. There are about 150 stumps in the Community Park and Youngs Woods. The Township received a \$7500 quote for grinding the stumps but it was not clear if the quote included restoring the area. Township Engineer Bortner stated that he is renting a stump grinder and the total project will cost between \$4,000 and \$5,000, including rental and replacement blades. There is concern about the infestation of the insects possibly infecting the healthy trees. Commissioner Heilman stated that they will have to watch the use of the machine because it may become overheated along with making sure that restoration is completed. Township Engineer Bortner feels the project can be completed in a week.

COMMITTEE MEETINGS: The Committee decided to hold all the July committee meetings on July 5.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:
None.

The meeting was adjourned at 7:45 PM.

Respectfully Submitted

Jeffrey R. Garvick, Manager

MINUTES
PUBLIC WORKS COMMITTEE
JUNE 7, 2011

The Penn Township Public Works Committee met in public session on Tuesday, June 7, 2011 at 7:00 PM. Present were Chairman Goldsmith and Commissioners Prieber, Rewa, Felix, and Heilman. Also present were Manager Garvick, Township Engineer Bortner, Highway Foreman Mahan, and Administrative Assistant Rodgers.

ANNOUNCEMENTS: None.

APPROVAL OF MINUTES: The minutes of the May 3, 2011 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

KAREN LANE BRIDGE REPAIR: Township Engineer Bortner reviewed the proposal for the design to repair the Karen Lane Bridge. The cost is \$2,750 if using General Fund monies and \$3,250 if using liquid fuels funds. The Township would have to limit some of its road projects to help cover the costs. The Committee recommended proceeding with the design.

GATEWAY HANOVER: Township Engineer Bortner reported that the Target store at the Gateway Shopping Center is proposed to open the third week of July but they will start receiving shipments to stock the store next week. They will also begin employee training. Conewago Enterprises needs to have Wilson Avenue completed so that the store can open. Engineer Bortner stated that he thought there would be a meeting on June 9th to discuss activating the signals at Wilson/Carlisle and Wilson/Gateway. Conewago Enterprises will need a revised signal permit for the signal at Wilson/Carlisle but all the other signalized intersections have been constructed according to the approved permits. They have paved the stub streets into Wilson Avenue but have not yet paved into the Target parking lot.

PARK HEIGHTS BLVD.: Engineer Bortner stated there is repair work that he wants to start in the area of Park Heights Boulevard after the completion of the current school year. It includes a base repair, sanitary sewer line repair and overlay.

PROPERTY MAINTENANCE – LAWNS: Manager Garvick provided a list of abandoned or foreclosed properties within the Township that are in dire need of high grass and weed maintenance. Manager Garvick stated that he wants to use multiple contractors to maintain the abandoned properties so that someone is always available to complete the work in a timely manner. He will work with the contractors so that they know what the Township expects. The property owners, mortgage companies and realtors will be contacted first to resolve the problem. If there is no response from them then the Township will have the property maintained. The property owner will then be sent an invoice and if not paid within thirty days the Township will file a lien on the property.

WALTER & MARY DANNER VARIANCE REQUEST: The Committee received a request dated June 2, 2011 from Hanover Land Services for a waiver of the curb, sidewalk, landscape and bufferyards requirements for the Walter and Mary Danner Land Development Plan. The request will be forwarded to the Planning Commission for their review and recommendation.

SHEPPARD MYERS ATHLETIC FIELD: The Committee received a request from the Hanover Public School District for permission for the use of the Sheppard Myers field by the Atlantic Football Association (AFA). A semi-pro football team called the "Hanover Rhinos" is being planned and they wish to use the HPSD facility for four home games and, presumably, practice sessions. The school district's land development plan for the improvement of the Sheppard Myers field included a waiver of the paving requirements for parking area due to minimal use of the field for school events. The Committee, while not opposing the request, did not issue a recommendation at this time.

SNYDER'S OF HANOVER: The Committee received a request dated May 6, 2011 from Group Hanover Inc. for a variance to the landscape and bufferyards for the Snyder's-Lance research and development building adjacent to the solar farm on York Street. They are requesting a waiver of the requirements along York Street but not along the residential portion of the property. They did receive a waiver of the landscaping requirements for the solar farm along York Street. They will be installing a buffer yard but do not want to be bound by those plants in the Township's ordinance. They have also requested a waiver of the environmental impact study for the plan. The Planning Commission will review the request at their next meeting.

CENTER STREET: Manager Garvick reported that he negotiated with the R-O-W consultant on the Center Street Project to reduce the cost of the acquisition work so it would not have to be bid. PADOT's portion of the R-O-W costs cannot exceed \$80,000. This means that the Township will have to pay over \$139,000 for the remainder of the R-O-W costs. The Center Street project has increased in cost and the Township will have to pick up the costs that are over budget as far as the Reimbursement Agreement with PADOT. There was some discussion by the Committee on the project.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS: Joseph Klunk, chairman of zoning hearing board, stated that Hanover School District received conditional approval of their variance and special exception request for the improvement of the Sheppard Myers Field contingent upon only using it for school-related functions. The Committee will review the approval of the zoning hearing board.

The meeting was adjourned at 7:28 PM.

Respectfully Submitted

Jeffrey R. Garvick, Manager

MINUTES
PUBLIC WORKS COMMITTEE
JULY 5, 2011

The Penn Township Public Works Committee met in public session on Tuesday, July 5, 2011 at 7:12 PM following the Finance meeting. Present were Vice Chairman Rewa and Commissioners Prieber, Felix, and Heilman. Commissioner Goldsmith was absent with notice. Also present were WWTP Superintendent Mahone, Township Engineer Bortner, Highway Foreman Mahan, Police Chief Rhodes, Fire Chief Cromer and Administrative Assistant Rodgers.

ANNOUNCEMENTS: None.

APPROVAL OF MINUTES: The minutes of the June 7, 2011 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

GATEWAY HANOVER: Engineer Bortner reported that the interior traffic signals at the Gateway Shopping Center on Wilson Avenue were to be turned on 'flash' today and become fully operational next week. The Target store is preparing for a late July opening.

STREET RECONSTRUCTION: Engineer Bortner reported that the Public Works Department has begun the Park Heights Boulevard project but there are some challenges. The work being done includes a base repair, sanitary line repair and street overlay from Lion Drive to Clover Lane. They are hoping to have the project completed by the beginning of September.

WALTER & MARY DANNER: The Committee received a request dated June 30, 2011 from Hanover Land Services for a waiver of the Environmental Impact Study for the Walter and Mary Lois Danner land development plan. The proposed facility will sit across the street from the existing facility and they are not projecting any increases in traffic. They will have twenty nine parking spaces per the plan but do not expect to use all of them on any given day. Engineer Bortner reported that he does not see the need for a traffic impact study. Planning Commission will review this request along with the other ones submitted for this project at their next meeting.

PROPERTY MAINTENANCE – LAWNS: Administrative Assistant Rodgers reported that three properties have been mowed. They are 2450 Grandview Road, 342 Blooming Grove Road, and 6 Valley Run Circle. Some of the invoices have been received and sent to the last known property owners. If they are not paid within thirty days then the Township will begin the process of placing a lien on the properties.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS: None.

The meeting was adjourned at 7:17 PM.

Respectfully Submitted

Kristina J. Rodgers, Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
AUGUST 2, 2011

The Penn Township Public Works Committee met in public session on Tuesday, August 2, 2011 at 7:00 PM. Present were Vice Chairman Rewa and Commissioners Felix, and Heilman. Commissioners Goldsmith and Prieber were absent with notice. Also present were Manager Garvick, WWTP Superintendent Mahone, Township Engineer Bortner, Highway Foreman Mahan and Administrative Assistant Rodgers.

ANNOUNCEMENTS: None.

APPROVAL OF MINUTES: The minutes of the July 5, 2011 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Gerald Gesiorski, 502 Meade Avenue, stated that he understood from a newspaper article that the Township passed a policy that would exempt sewer customers from a bill if they had zero consumption of water during a quarter. He has not used water on his property at 502 Meade Avenue for several years and stated he should not have to pay according to the policy. He received a minimum bill for the sewer and believes that it should be waived because of the enacted policy. The Committee tried to explain to Mr. Gesiorski that the policy only applies to those customers who have had the water service turned off or the water meter removed.

PARK HEIGHTS BLVD.: Engineer Bortner reported that the paving on Park Heights Boulevard would occur around Labor Day. The crews have been pulled off the project several times for work on Carlisle Street.

CENTER STREET: Manager Garvick stated that the Township has received the Acquisition Agreement from PADOT for Center Street and returned it with comments and corrections. The Public Works Dept. has assisted in digging test pits for the Center Street Project to help reduce costs. The Township has applied for a loan from PADOT through the Pennsylvania Infrastructure Bank. The Township is applying for \$700,000 at a lower interest rate than can be received by a local bank. The current loans are pricing at 1.65% interest. It was again noted that any attempt to secure additional funding from the YAMPO would trigger a new reimbursement agreement with PADOT that would shift additional bidding, construction and inspection responsibilities to the Township. It would also require that the Township pay for the project costs and then request reimbursement from PADOT, as opposed to having PADOT pay for the costs and billing us our 20% share.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS: None.

The meeting was adjourned at 7:18 PM.

Respectfully Submitted

Kristina J. Rodgers, Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
SEPTEMBER 6, 2011

The Penn Township Public Works Committee met in public session on Tuesday, September 6, 2011 at 7:34 PM following the Finance Committee. Present were Commissioners Prieber, Heilman, Goldsmith, Rewa and Felix. Also present were Manager Garvick, Township Engineer Bortner, Highway Foreman Mahan, WWTP Supt. Mahone, Police Chief Rhodes, Fire Chief Cromer and Administrative Assistant Rodgers.

ANNOUNCEMENTS: None

APPROVAL OF MINUTES: The minutes of the August 2, 2011 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Bernard and Elaine Oehlers, 16 Cornell Drive, asked that something be done about the storm water on their property coming from the adjoining development. They presented pictures of the pipe outlet, which drains into an open ditch and traverses their property. They are requesting help from the Township to solve the problem. They feel that the pipe in the ground is not installed correctly as it drains on an angle and the velocity of the storm water is eroding their bank. The water is also eroding the area under their sidewalk causing it to collapse. They have contacted York County Conservation District who stated that it is a storm water related issue and not their responsibility. Manager Garvick said he would review the situation. The open swale is on private property, however, and maintenance responsibility belongs to the property owners.

PARK HEIGHTS BLVD.: Township Engineer Bortner reported that the sanitary sewer installation on Park Heights Boulevard was completed on September 2nd. There are some areas that will need to be abandoned that were not previously abandoned. They are planning to pave the street next Tuesday. The project was held up because the crew had to move to Carlisle Street to work on the state road project.

YAZOO MILLS: The Committee received a request dated August 5, 2011 from Group Hanover for a partial waiver of the landscaping requirements for the Yazoo Mills land development plan. The Committee also received a request dated August 18, 2011 from Group Hanover for a waiver of the environmental impact study for the same plan. The Penn Township Planning Commission recommended favorably on the requests. The owner would like the building to be visible from the street and not hampered by the landscaping. There will be approximately seven employees at the facility. The Committee recommended placing the requests on the agenda for the next Board of Commissioners meeting.

KAREN LANE BRIDGE: Manager Garvick reported that the bid specifications have been prepared and sent out for the emergency repairs to the Karen Lane Bridge. Bids will be opened on September 16th and there will be a recommendation to award from C.S. Davidson. The emergency resolution to award the contract will be adopted on September 19th.

RECREATION AREA VANDALISM: Administrative Assistant Rodgers noted that three of the parks have been vandalized this summer with a cost to repair of several thousand dollars. The parks that have been vandalized have been the Community Park and both the Timber Lane recreation areas. Some of these same parks were also vandalized last year.

RETENTION PONDS: Commissioner Goldsmith stated that he wanted it reiterated that residents should not be throwing trash or other items into the storm water retention ponds. While most of the ponds are privately owned, there is a cost to residents to keep the ponds clean. The township property that is littered or damaged because of the trash will have to be repaired and cleaned with tax dollars. Commissioner Heilman stated there is problem with trash in all areas of the Township. Manager Garvick noted that the next newsletter will have an article reminding people about disposing of unwanted property in appropriate places.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:

None.

The meeting was adjourned at 8:03 PM.

Respectfully Submitted

Jeffrey R. Garvick, Manager

MINUTES
PUBLIC WORKS COMMITTEE
OCTOBER 4, 2011

The Penn Township Public Works Committee met in public session on Tuesday, October 4, 2011 at 7:00 PM. Present were Commissioners Prieber, Heilman, Goldsmith, Rewa and Felix. Also present were Manager Garvick, Township Engineer Bortner, Highway Foreman Mahan, WWTP Supt. Mahone and Administrative Assistant Rodgers.

ANNOUNCEMENTS: None

APPROVAL OF MINUTES: The minutes of the September 6, 2011 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

PARK HEIGHTS BLVD.: Township Engineer Bortner reported that the highway department installed most of the wearing course today on Park Heights Boulevard and if the weather hold ups they will finish with the project on October 5th.

16 CORNELL DRIVE: Bernard and Elaine Oehlers were in attendance to discuss their request presented at last month's committee meeting. Manager Garvick gave the following report:

September 12, 2011

I inspected the swale at 16 Cornell Dr. The swale has considerable weed growth and the banks are deteriorating on the 16 Cornell side. On the Rebecca Lane side there is a wall constructed with concrete pavers that is starting to deteriorate as well. The bank is not as eroded as the Cornell Drive side. In the drainage easement between 13 and 15 Rebecca Lane the drainpipe has been extended almost to the property line of 16 Cornell. It would appear that if a containment wall were to be constructed on the 16 Cornell side and the existing wall repaired on the 15 Rebecca side, the continuing erosion could be eliminated. I will bring the Township Engineer out to observe and offer comments. However, the swale is located on private property so I question how much the Township will be able to do.

September 23, 2011

The Township Engineer and I looked at the swale at 16 Cornell Drive. There are three options that could be considered by the property owners:

- (1) The pipe between 13 and 15 Rebecca could be extended and tied into the outfall pipe at Cornell and Patti Lane. This would reduce the amount of flow that now tends to wash out the swale bank, largely on the 16 Cornell side. There would still be some runoff that would enter the swale coming from the eastern side from the rear yards of homes on Cornell and Rebecca. Most of this flow could be captured with the addition of an inlet box at the connection point of the existing pipe.
- (2) The property at 16 Cornell could construct a wall similar to that on 15 Rebecca (and 15 Rebecca should repair its wall as well), which would eliminate any future erosion.
- (3) Both property owners could reconstruct the swale to its original form. It appears that 15 Rebecca has attempted to create more rear yard area by constructing the wall, which replaced the relatively flat swale that was originally constructed. The same thing could be done on the 16 Cornell side.

As a preventative measure, we had our forces clean out the inlet on Cornell Drive across from Patti Lane, even though the inlet had only a very small amount of debris in it and the pipe itself was clean.

The Oehlers indicated that they received similar advice from the York County Conservation District. They indicated that they may follow the advice of York County and do the repairs themselves.

KAREN LANE BRIDGE: Engineer Bortner reported that Keystruct Construction is expecting to begin the repairs to the Karen Lane Bridge on Monday. The road will not be closed. The project is expected to take less than two weeks.

COMMUNITY AID THRIFT STORE: Manager Garvick reported that Glenn Chandler is requesting a variance to the sign ordinance to exceed the amount of signage he is allowed for the Community Aid store at the South Hanover Shopping Center. He is requesting a 12 square foot permanent sign advertising for the collection of donations because they receive more donations when signs are posted. The sign would be constructed along Baltimore Street near the access to the Center. The store is already at the maximum signage limit allowed. Commissioner Felix stated that the South Hanover Shopping Center was given a variance to the sign ordinance when the facility was refurbished. The Committee recommended denying the request and suggested that Glenn may want to add additional lettering to the current pylon sign.

2012 BUDGET: Engineer Bortner reviewed the proposed engineering budget for 2012. He has reduced the engineering services from \$50,000 to \$10,000. These services were budgeted to be outsourced but due to the slowing economy the Township has been able to handle in-house the engineering reviews of all commercial and residential developments. The Public Works budget has decreased in salaries due to layoffs in 2011. He is proposing to buy a used dump truck to replace T-10. He also reviewed the Highway Aid budget. The Township has received the notice for its liquid fuels allocation for 2012, which is projected to be \$344,194. He stated that he felt any extra monies should be put in paving projects.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:
None.

The meeting was adjourned at 7:37 PM.

Respectfully Submitted

Kristina J. Rodgers, Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
NOVEMBER 1, 2011

The Penn Township Public Works Committee met in public session on Tuesday, November 1, 2011 at 7:00 PM. Present were Commissioners Prieber, Heilman, Goldsmith, Rewa and Felix. Also present were Manager Garvick, Township Engineer Bortner, Highway Foreman Mahan, WWTP Supt. Mahone and Administrative Assistant Rodgers.

ANNOUNCEMENTS: None.

APPROVAL OF MINUTES: The minutes of the October 4, 2011 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

BRUSH & LIMB COLLECTION UPDATE: Engineer Bortner reported that brush and limb collection has been completed and there appears to be more brush and limbs out due to the snow damage than there was for the initial collection. As announced, however, we will go through the Township one last time starting on November 7th to collect limbs. He is concerned about leaf collection and the weather. He is concerned that if we wait too long to get leaves collected they will be frozen before we can get to them. The load of leaves they collected today weighed five tons while a normal load weighs about three tons, indicating the leaves are very wet from the recent weather events.

STORMWATER MANAGEMENT ORDINANCE: Engineer Bortner reported that York County adopted its Integrated Water Resource Management Plan in the spring of this year and as a result each municipality in York County needs to adopt storm water management regulations that are compatible with the requirements of York County's plan and Act 167, the Stormwater Management Act. Engineer Bortner and Township Manager reported that the Township is ready to adopt a storm water management ordinance at the next Board of Commissioners meeting. There was discussion about additional fees and permits that will be required for residents. Manager Garvick stated that there may be exemptions for projects under 1,000 square feet but larger projects must have a storm water management site plan, which may result in additional costs for owners of these projects.

GIOVANNI'S PIZZA: Hanover Land Services, Inc. submitted a request dated October 6, 2011 for a waiver of curb, sidewalk, bufferyard, and street width requirements for Giovanni's Pizza on Blooming Grove Road. The business is located between two state roads with no curb or sidewalk within the vicinity on either road. They are proposing to meet the buffer yard requirements on the residential side of the property and are proposing some landscaping on the other sides. The Penn Township Planning Commission will review and make a recommendation at its next meeting.

YORK STREET BEVERAGE: Johnston and Associates has a submitted a request dated October 6, 2011 for a waiver of the sidewalk requirements for the York Street Beverage plan. The adjacent road, Park Street, is privately owned. The sidewalk area in question is already macadamed. The Penn Township Planning Commission will review and make a recommendation at its next meeting.

CENTER STREET PROJECT: Manager Garvick reported that we have received the executed Right-of-Way Acquisition Agreement from PennDOT for the Center Street project and there will be a kick off meeting with Interstate Acquisition Services, PennDOT and McCormick Taylor on November 16th. The right-of-way acquisition will take about a year with the project being bid following the completion of the acquisitions. It is estimated that the project will be bid in late 2012 with construction beginning in 2013.

WILLIAMS GAS PIPELINE-TRANSCO: Manager Garvick reported THAT IN 2008 Williams Gas Pipeline began surveying properties in the Northern portion of the Township in order to locate and construct a gas pipeline that would run from Delta, PA through the Township to Monroe County, Ohio. Williams is requesting a meeting with the Township commissioners to discuss the project. The proposed line could be located adjacent to the Thornhill development near Youngs Road and Kidd Lane. This would be a private project so acquisition of the necessary rights-of-way would also be a private matter between Williams and the individual property owners. The Committee suggested that Williams meet preliminarily with Manager Garvick prior to meeting with the Board at a public meeting.

PUBLIC WORKS DEPARTMENT: Commissioner Goldsmith stated the residents are very appreciative of the work done by the Public Works Department with regards to the snow removal and additional limb collection.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS: None

The meeting was adjourned at 7:16 PM.

Respectfully Submitted

Kristina J. Rodgers, Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
DECEMBER 6, 2011

The Penn Township Public Works Committee met in public session on Tuesday, December 6, 2011 at 7:00 PM. Present were Chairman Goldsmith and Commissioners Prieber, Heilman, Rewa and Felix. Also present were Manager Garvick, Township Engineer Bortner, Highway Foreman Mahan, WWTP Supt. Mahone, Administrative Assistant Rodgers and Commissioner-Elect Klunk.

ANNOUNCEMENTS: None.

APPROVAL OF MINUTES: The minutes of the November 1, 2011 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

ENGINEER'S REPORT: None.

CENTER STREET PROJECT UPDATE: Manager Garvick reported that all the necessary signatures were received on the acquisition drawings for the Center Street project and the acquisition process will begin shortly. The project is to be let in February 2013.

WILLIAMS GAS PIPELINE: Manager Garvick reported that he, along with Fire Chief Cromer and Engineer Bortner, are meeting with Williams Gas Pipeline next week to review the proposed project through Penn Township.

YOUNG'S WOODS: Manager Garvick reported that a tree fell in Young's Woods and a gentleman will be donating \$150 to the Township to take the tree for firewood.

FEDERAL HIGHWAY ADMINISTRATION: Manager Garvick reported that the Federal Highway Administration will be extending the timelines for the signs that need to be replaced to meet the new reflectivity and visibility standards.

BRUSH AND LIMB COLLECTION: Engineer Bortner reported that the regularly scheduled fall collection of brush and limb netted 115 tons of material. Following the snowstorm on October 29th, an additional 235 tons of material was collected.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS: None

The meeting was adjourned at 7:07 PM.

Respectfully Submitted

Kristina J. Rodgers, Township Secretary