

MINUTES  
PUBLIC WORKS COMMITTEE  
JANUARY 7, 2013

The Penn Township Public Works Committee met in public session on Tuesday, January 7, 2013 at 7:28 PM following the finance committee meeting. Present were Chairman Goldsmith and Commissioners Prieber, Klunk, Heilman, and Felix. Also present were Manager Garvick, Township Engineer Bortner, WWTP Supt. Mahone, Administrative Assistant Rodgers, Police Chief Laughlin, and Fire Chief Cromer.

ANNOUNCEMENTS: None

APPROVAL OF MINUTES: The minutes of the December 4, 2012 public works committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

ENGINEER'S REPORT: Engineer Bortner reported that the township has received the latest York County bridge inspection report and he is anticipating doing some of the maintenance recommendations for the three township bridges. The inspection is done every two years and major repairs were done on the Karen Lane Bridge in 2011.

HANOVER HOSPITAL: The committee received a request dated December 13, 2012 from Core Design Group, on behalf of Hanover Hospital, requesting a waiver of the land development requirements for construction of a 364 sq. ft. concrete pad at 3130 Grandview Road. The Planning Commission reviewed the request at its last meeting and sent a favorable recommendation to the Board of Commissioners. There was discussion that if the waiver was granted that the building permit review process would only address stormwater runoff generated by the new pad and would not cover the runoff problem for the entire lot unless a land development plan is required. After some discussion about the current stormwater problems at the site, the Committee recommended denying the request.

SOUTH WESTERN SCHOOL DISTRICT: The Committee received a request dated December 28, 2012 from Center Point Engineering requesting a waiver of the landscaping, stormwater, and preliminary plan for the Baresville Elementary School Project being proposed by the South Western School District. The Planning Commission will review the request at its next meeting.

PUBLIC QUESTIONS FOR THE COMMITTEE: None

The meeting was adjourned at 7:42 PM.

Respectfully Submitted  
Kristina J. Rodgers, Township Secretary

MINUTES  
PUBLIC WORKS COMMITTEE  
FEBRUARY 5, 2013

The Penn Township Public Works Committee met in public session on Tuesday, February 5, 2013 at 7:00 PM. Present were Chairman Goldsmith and Commissioners Prieber, Klunk, Heilman, and Felix. Also present were Manager Garvick, Township Engineer Bortner, WWTP Supt. Mahone and Administrative Assistant Rodgers.

ANNOUNCEMENTS: Commissioner Goldsmith announced that a personnel session was held following the Finance meeting on February 4, 2013,

APPROVAL OF MINUTES: The minutes of the January 7, 2013 public works committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

CENTER STREET: Manager Garvick introduced Donald Krause and Roger Clark from McCormick Taylor (MT) to discuss the Center Street improvement project. Mr. Kraus gave an update on the Center Street project, including the rights-of-way acquisition and other design issues. He reported that 8 of the 15 properties have either settled or indicated their intention to settle. Some of the properties owned by commercial interests may require acquisition by eminent domain.

He further explained the problems the project has been experiencing with the CSXT RR crossing. This crossing has been designed by McCormick Taylor and reviewed by CSXT four times, according to Mr. Clark. CSXT and its engineer, AECOM, are requiring having their property designed to accommodate a one hundred year storm event. This would require additional design by MT because it currently is being designed toward a ten-year storm. It would also require additional permitting and environmental studies. The design and construction would add costs and further delays to the project that were not anticipated. Mr. Krause stated that there had been a suggestion regarding breaking up the project into phases. He would not recommend this as being feasible because there would still be water issues affecting the rails and crossing. The proposed design should satisfy CSXT in every aspect except that of the 100-year storm design. The Township has been requested by AECOM to provide an additional \$26,400 in order for AECOM to review the plan and make recommendations to its client, CSXT.

MT has received over \$700,000 for engineering and design expenses so far for the project. The Board of Commissioners has been pursuing the project since 1993. Following discussion, the Committee recommended that MT respond to the latest set of review comments and the modified design be sent back to CSXT for a final review. If CSXT and AECOM reject the plan as submitted the committee will consider other options for the project, including PUC appeal and enlisting support from state and federal elected officials.

ENGINEER'S REPORT: Engineer Bortner reported he had several plans available for review if anyone wished to examine them.

HANOVER HOSPITAL: The Committee received a request dated December 13, 2012 from Core Design Group, representing Hanover Hospital, for a waiver of the land development requirement to install a concrete pad at the South Hanover Medical Center at 3130 Grandview

Road. Hanover Hospital is intending to establish a wound care center in one of the existing buildings but there has been concern because of the storm water runoff problems associated with this property. Reg Baugher, Hanover Land Services, presented a plan proposal showing three additional berms to the property to help direct the water flow on the property to the existing storm water collection facilities. Mr. Baugher stated that this plan would be similar to the improvements that would be shown on a land development plan. He noted that an inspection was made of the property during a heavy rain event on January 30th to see how the storm water system was working. Engineer Bortner stated that all the storm water seepage pits are onsite per the approved land development plan but are not working as designed since a large volume of water is being diverted from the inlets. According to Eric, there should be room in the existing pits for the additional water. The berms will direct the water to flow to the infiltration pits. There is a note included on the storm water plan that a berm will be constructed at the driveway entrance to help keep the water on Grandview Road. This will occur the next time paving is done at the site. Township Engineer Bortner stated that this design should help solve the current water problems. The committee will take the request under advisement.

SOUTH WESTERN SCHOOL DISTRICT: The committee received a request dated December 28, 2012 from Center Point Engineering for three waivers of the land development requirements for South Western School District's Baresville Elementary land development plan. They are requesting waivers from the landscaping, volume controls of the storm water management ordinance, and waiver of the preliminary plan. Engineer Bortner stated that he did not have a problem with the waiver of the preliminary plan and that they would be using the existing landscaping. Commissioner Heilman expressed concern about the possibility of there being sink holes on the property. The Penn Township Planning Commission will be reviewing the request at their next meeting.

WEST NILE INFORMATION: Engineer Bortner noted that the West Nile enforcement officer for York County is sending out information that it is the responsibility of the municipality to prevent the construction of anything that could cause standing water. This is in direct opposition to the York County Conservation District and the York County Planning Commission who recommends and suggests what should be constructed to help with water retention and detention issues.

CLOVER LANE: Manager Garvick reported that Hanover Borough would be approving the Clover Lane right-of-way agreement at its meeting on February 27, 2013. PennDOT has already approved the permit pending resolution of the ROW issues. This was the last remaining obstacle as far as easement acquisition.

PUBLIC QUESTIONS FOR THE COMMITTEE: None

The meeting was adjourned at 8:13 PM.

Respectfully Submitted  
Kristina J. Rodgers, Township Secretary

MINUTES  
PUBLIC WORKS COMMITTEE  
MARCH 5, 2013

The Penn Township Public Works Committee met in public session on Tuesday, March 5, 2013 at 7:04 PM following a special meeting of the Board of Commissioners. Present were Chairman Goldsmith and Commissioners Prieber, Klunk, Heilman, and Felix. Also present were Manager Garvick, Township Engineer Bortner, WWTP Supt. Mahone, Highway Foreman and Administrative Assistant Rodgers.

ANNOUNCEMENTS: None.

APPROVAL OF MINUTES: The minutes of the February 5, 2013 public works committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

HICKORY FALLS ENTERTAINMENT CENTER: The committee reviewed the land development plan for the proposed expansion of the Hickory Falls Entertainment Center. The owner has also made application to the zoning hearing board requesting an expansion of their nonconforming use. The committee expressed concerns about the type of go-carts that could be approved, specifically the increased noise factor. The planning commission will first recommend on the request at its meeting on 3-7-13.

BARRICK & ASSOCIATES: The committee received a request dated February 8, 2013 from Group Hanover Inc. for a waiver of landscape, bufferyards and sidewalk for a proposed insurance office at 1401 Baltimore Street. This is the only corner of the Grandview/Baltimore intersection that has not been developed commercially. They are requesting a waiver from the sidewalks because there is a plan that was prepared many years ago that shows that additional rights-of-way may be needed for the improvement to the intersection of Baltimore Street and Grandview Road. There was some concern about assuming that the proposed plan would be built since other proposed plans were changed prior to construction. There is a buffer yard proposed to the rear of the property. The egress for the property will remain the same. The planning commission will review and make a recommendation at their next meeting.

J. A. MYERS: The Committee received a request dated February 5, 2013 from Hanover Land Services requesting a waiver of minimum street widths, curbs, and sidewalks for the South Heights Subdivision Plan. The development is located along Cooper Road and Westminster Avenue. The Planning Commission will review and make a recommendation to the Board of Commissioners.

WILSON AVENUE: Manager Garvick reported that the Township has arranged for a private contractor to mow the median strip along Wilson Avenue in Hanover Gateway. Snow plowing and cindering will be taken care of by Hanover Borough.

2013 ROAD CONSTRUCTION: Township Engineer Bortner reported that there is about \$379,000 in the budget for road supplies which would result in about 35,000 and 40,000 square yards of street paving. Engineer Bortner feels that High Rock and Youngs Road should get a

wearing surface because it has been nine years since the base coat was applied. He would like to have Northview Acres sewer lines televised and then overlay these roads. He stated that the Township roads adjacent to Frederick Street also need to be paved.

COMMUNITY PARK PAVILION RENOVATION: Administrative Assistant Rodgers stated that she will be applying for a DCNR grant again in 2013 but will only be asking for about half of what we had previously asked for. This may improve the township's chances of getting state funds. A resolution will need to be adopted to apply for the grant.

2013 BALL FIELD RENTALS: Administrative Assistant Rodgers reported that she received only one request for the ball field for this spring. Hanover Little League will be renting both fields from March 11 to May 31. The Soccer club has booked the soccer field from March 11 through June 7. We did receive additional requests following the approval but those organizations were told that it was too late and, if in future years they wanted the fields, they would need to make their request by the end of January.

PUBLIC QUESTIONS FOR THE COMMITTEE: None

The meeting was adjourned at 7:34 PM.

Respectfully Submitted  
Kristina J. Rodgers, Township Secretary

MINUTES  
PUBLIC WORKS COMMITTEE  
APRIL 2, 2013

The Penn Township Public Works Committee met in public session on Tuesday, April 2, 2013 at 7:00 PM. Present were Chairman Goldsmith and Commissioners Prieber, Klunk, and Heilman. Commissioner Felix 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 5, 2013 public works committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

ENGINEER'S REPORT: Township Engineer Bortner reported that brush and limb will begin next month.

BROOKSIDE HEIGHTS: The Committee received a request dated March 8, 2013 from Group Hanover, Inc. for a variance to the residential street light ordinance for the Brookside Heights final plan. They are requesting to alternate the walkway lights at every other unit on the townhouse cluster within the development. The Penn Township Planning Commission will be reviewing the request at their next meeting. Engineer Bortner stated that he would recommend no parking along South Center Street prior to final plan approval and the committee agreed.

AQUAPHOENIX: The committee received requests dated March 27, 2013 and March 28, 2013 from Group Hanover for a partial (50%) reduction of the landscaping/bufferyard and a waiver of the environmental impact study for Aquaphoenix. The plan that was filed, however, showed no bufferyard at all along Industrial Drive. The Penn Township Planning Commission will review the requests at their next meeting. Township Engineer Bortner stated that the storm water improvements will comply with the Township's storm water management ordinance.

PUBLIC QUESTIONS FOR THE COMMITTEE: None

The meeting was adjourned at 7:11 PM.

Respectfully Submitted  
Kristina J. Rodgers, Township Secretary

MINUTES  
PUBLIC WORKS COMMITTEE  
MAY 7, 2013

The Penn Township Public Works Committee met in public session on Tuesday, May 7, 2013 at 7:00 PM. Present were Chairman Goldsmith and Commissioners Felix, Prieber, Klunk, 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 following the finance committee meeting on May 6, 2013 to discuss personnel issues and land acquisition.

APPROVAL OF MINUTES: The minutes of the April 2, 2013 public works committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

ENGINEER'S REPORT: Engineer Bortner reported that brush and limb collection has begun. The public works department will begin paving in Young's Woods on May 14 and 15 at the conclusion of brush and limb collection. The Hanover Trolley Trail Operating Committee had a walk through of the proposed rail trail extension last week. The YC Rail Trail Authority has received approval of the Erosion and Sediment Control Plan so they will be looking for Penn to begin construction on the Township's portion of the trail this summer. Engineer Bortner stated that he would work the project in between his other projects.

CENTER STREET UPDATE: Manager Garvick stated that all but one right-of-way has been secured for the Center Street improvement project. Solicitor Tilley has been contacted to proceed with eminent domain against the Center Street Village Condominium Association. We are still preparing for a July bid let date. AECOM is close to approving the plan that was submitted for the improvements to the CSX property with some adjustments. The project will take a construction season and half to complete. The detours have been approved for the project and will be released prior to the beginning of construction.

CLOVER LANE SIGNAL UPDATE: Manager Garvick reported that the Solicitor has stated that the installation of the Clover Lane signal does not need to meet prevailing wage requirements but the equipment used for the project will need to be publicly bid. The estimated cost of the equipment is \$67,000. It will take at least ninety days to receive the equipment once the bid is awarded.

MANHEIM RECREATION PARK: Manager Garvick reported that the Manheim Adventure Recreation Park was dedicated on Sunday. They prepared a Certificate of Recognition for the Township for the use of our public works department to help construct the facility.

BROOKSIDE HEIGHTS PLAN: Manager Garvick reported that he and Township Engineer Bortner meet with Paul Minnich and Scott Barnhart regarding Burkentine & Sons proposed townhouse plan. The zoning hearing board previously denied Burkentine's request for a waiver of the townhouse height requirements and the placement of the driveways. During this latest

meeting Burkentine submitted another plan. Following review by staff the plan does not appear to be an improvement over the original and Mr. Burkentine was informed as much. It is possible that Mr. Burkentine may request another variance for the height requirement because the purchaser of the plan is requiring the height of the buildings to be thirty-five feet. The new plan is an attempt to convince the Township to provide a measure of support for Burkentine should he appear again before the zoners. The new plan removes about a dozen driveways from S. Center St. but also creates other zoning issues. The plan shows parking being removed from one side of the street but does not show additional guest parking areas as agreed upon.

PUBLIC QUESTIONS FOR THE COMMITTEE:           None

The meeting was adjourned at 7:16 PM.

Respectfully Submitted  
Kristina J. Rodgers, Township Secretary



MINUTES  
PUBLIC WORKS COMMITTEE  
JUNE 4, 2013

The Penn Township Public Works Committee met in public session on Tuesday, June 4, 2013 at 7:00 PM. Present were Chairman Goldsmith and Commissioners Felix, Prieber, Klunk, 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 following the finance committee meeting on June 3, 2013 to discuss personnel issues.

APPROVAL OF MINUTES: The minutes of the May 7, 2013 public works committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

ENGINEER'S REPORT: Engineer Bortner stated that he received a call from Group Hanover on behalf of Burkentine & Sons to work on a design for Breezewood Drive for the Pine Brooke land development plan. The final land development plan for the Breezewood Drive Project was submitted at the end of last year. Both plans have preliminary plan approval and both include improvements to Breezewood drive. The improvements to Breezewood Drive will require the relocation of one of the utility poles. The developers are planning on constructing the projects this summer. The Breezewood Drive improvements will be a joint project between both developers and the Township. Engineer Bortner is also concerned about Wexcon closing Breezewood Drive and York Street at the same time as Breezewood Drive and Hufnagle Drive are closed. This will have to be taken under consideration when the time comes.

Engineer Bortner is planning on constructing the wearing course on the roads in Northview Acres as time permits. The Hanover Trolley Trail has all the project approvals and Engineer Bortner will be scheduling the work throughout the summer. The Blettner Avenue bridge is on the scour critical list. C.S. Davidson received a permit for the work, which will be scheduled accordingly. The engineer will be trying to get Baer Avenue completed this year but not until after the completion of the Columbia Gas project. Whispering Run II grading has begun and Engineer Bortner anticipates the project will be completed as the economy allows. Engineer Bortner has met with the adjacent landowners about the project regarding connecting to the public water system. He believes that J.A. Myers will be dedicating the streets of Whispering Run phase one prior to year-end. PennDOT will be having a pre construction conference next week for the York Street project and Engineer Bortner plans on attending. The summer help in the engineering department will start on June 10, 2013. There was some discussion about the design of Breezewood Drive and how adjacent property owners are affected.

CENTER STREET UPGRADE: Manager Garvick reported that we have not heard back from the railroad and there is still one utility relocation approval to secure. There has been no information on the progress of the eminent domain for the Center Street condominiums, which has been turned over to the Township Solicitor.

CLOVER LANE SIGNAL UPDATE: Manager Garvick stated that we open the bids for the Baltimore St/Clover Lane traffic signal equipment on June 12.

SKATE BOARD PARK REQUEST: The Committee received a request from Dean Maxey for the Township to install a skate park. The Township Manager will inform him that we are unable to install one at this time.

FIVE-YEAR CAPITAL PURCHASE PLAN: The Committee reviewed the 5-year plans for the public works and recreation departments. Engineer Bortner stated his top priorities for the five-year plan are infrastructure and personnel. Engineer Bortner stated that he would have personnel concerns regardless of the number of employees he has. He would always have more work than he has personnel or funds to complete. Engineer Bortner stated that the current fleet is designed for a public works department of fourteen employees. If the Township does not go back to this number Engineer Bortner stated that he could reduce the fleet. It was suggested that the Manager and the Engineer prepare a report that shows what it would cost to add a crew dedicated to sewer work.

WWTP Superintendent Mahone stated he has two sets of sewer specifications from CET for sewer repairs and replacements and for pipe lining. These are set up as a maintenance contract once they are bid. The initial work for each year is bid and then they agree to do emergency repairs as part of the contract. There was some discussion about purchasing equipment versus bidding projects that would not require the Township purchasing equipment or hiring personnel. Township Engineer Bortner stated that bidding snow plowing in the past was not successful but bidding the paving projects went well. There was some discussion about the recreation five-year plan. It was suggested that additional playground equipment be purchased for Youngs Woods and consideration be given to improvements at the Community Park.

PUBLIC QUESTIONS FOR THE COMMITTEE: None

The meeting was adjourned at 7:50 PM.

Respectfully Submitted  
Kristina J. Rodgers, Township Secretary

MINUTES  
PUBLIC WORKS COMMITTEE  
JULY 2, 2013

The Penn Township Public Works Committee met in public session on Tuesday, July 2, 2013 at 7:00 PM. Present were Chairman Goldsmith and Commissioners Klunk and Heilman. Commissioners Prieber and Felix were absent with notice. Also present were Manager Garvick, Township Engineer Bortner and WWTP Supt. Mahone.

ANNOUNCEMENTS: Commissioner Goldsmith announced an executive session was held following the finance committee meeting on July 1, 2013 to discuss personnel issues.

APPROVAL OF MINUTES: The minutes of the June 4, 2013 public works committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

ENGINEER'S REPORT: Township Engineer Bortner reported that the leveling course is down on Northview Drive and they will be putting down the wearing course the week of July 15, 2013. They will begin the Wetzell Drive paving at the completion of the Northview project during the week of July 22. They will begin work on the Trolley Trail when they have time. Engineer Bortner provided a road surface management map designating all the streets within Penn Township. The color-coding provides a designation of the existing condition of each street with 10 being the best to 1 being the worst. C. S. Davidson, Inc. has an excel program that allows the data to be imported to create a report detailing the condition of the roads within the Township.

CENTER STREET UPGRADE: Manager Garvick reported that we are cautiously optimistic that we are going to settle with CSX on the Center Street project but the PUC needs a letter from CSX in writing requesting the withdraw of the complaint. The Township also will have to draft a reimbursement agreement with AECOM. This will be sent to PennDOT for their approval. Solicitor Tilley has the information that he needs to file to acquire the outstanding right of way.

CLOVER LANE SIGNAL UPDATE: Manager Garvick reported that we have received the agreement and performance bond for Signal Control Products for the Clover Lane equipment. He is anticipating the project to be completed by the end of 2013.

AMISH MARKET: The committee received a request dated June 7, 2013 from Group Hanover, Inc. for a waiver of the landscaping and bufferyards at the Amish Markets at Hanover. The Planning Commission will be reviewing at its next meeting and will provide a recommendation to the Board of Commissioners. The waiver is only for the portion of the property that fronts Broadway.

YORK STREET: The committee has concerns about the sidewalk along York Street that was removed by Kinsley Construction for the Columbia Gas line replacement project. Manager Garvick is going to check with PennDOT to see if they are going to require handicapped accessible sidewalk to be installed. There is also concern about the blacktop sidewalk at MEM Automotive that was removed during the project. The committee recommended reviewing the

sidewalk for all properties affected by the Columbia Gas project.

PUBLIC QUESTIONS FOR THE COMMITTEE:      None

The meeting was adjourned at 7:15 PM.

Respectfully Submitted  
Kristina J. Rodgers, Township Secretary

MINUTES  
PUBLIC WORKS COMMITTEE  
AUGUST 6, 2013

The Penn Township Public Works Committee met in public session on Tuesday, August 6, 2013 at 7:00 PM. Present were Chairman Goldsmith and Commissioners Klunk, Heilman, Prieber and Felix. 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 July 2, 2013 public works committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Mitzi Clapper, Vice President of the Hanover Soccer Club, was present to request some additional space at the community park for practice. The club currently rents the soccer field for both the spring and fall seasons. They are requesting to utilize the space to the rear of the existing soccer fields for two under-eight teams on Monday, Wednesday, Thursday, and Friday from 6:00 pm to 7:30 pm. They would like to install a temporary twelve-foot goal in the space, which would be removed following the spring season. She explained that when the Utz soccer complex expansion is complete they would no longer need to rent the field at the community park but that will not be until the fall of 2014. After some discussion the committee recommended approving the request.

ENGINEER'S REPORT: Township Engineer Bortner reported that Manheim Township's paving machine broke down last week and it was just repaired. The Township utilizes this machine and will be paving Youngs Road and High Rock road tomorrow. He stated that the Baer Avenue project will not be completed till next year. Breezewood Drive will be under taken when everything is worked out with the Developer. This will require the road to be closed.

Engineer Bortner stated that the preliminary traffic study for the Amish Markets might support an additional traffic signal at the southern entrance of the Amish Market along Broadway. Engineer Bortner is concerned about the traffic problems that could be created along Broadway when the 100 acres of land zoned Shopping Commercial along Broadway is fully developed. This is roughly the equivalent to the Penn Township portion of Gateway Hanover. There are also other traffic concerns along Eisenhower Drive that would impact anything done along Broadway. The Committee felt that placing a light at the entrance of the Amish market is not something they want to consider at this time. There is concern that eventually Hanover Borough will not want Flickinger Road to enter Broadway at its current location but have it rerouted somewhere else. The Committee recommended not pursuing a traffic signal at this time until the comprehensive plan and other issues are completed and addressed.

Manager Garvick reported that CD Investors is exploring the option of developing their property along Moulstown Avenue for an over fifty-five residential development. This property also includes the Shopping Commercial area referenced above.

CENTER STREET: Manager Garvick reported that the Center Street Condominium Association has agreed to accept the offer for right-of-way for their property for the Center Street improvement project.

E-PERMITTING: Manager Garvick reported PennDOT has gone is converting to an electronic permitting system for its highway occupancy permits. If the Township wishes to utilize the system they need an agreement with PennDOT. The agreement requires two signatories who have to be authorized by a Resolution. A Resolution has been prepared authorizing the Township Manager and Secretary to execute the Agreement.

PROPERTY MAINTENCE CODE ORDINANCE: Manager Garvick presented Ordinance No. 750 amending the property maintenance code to reinforce that grass and weeds cannot be taller than ten inches. All of the Township's regulations and guidelines reflect the 10" but it was discovered that an early 80's Ordinance, never amended or repealed, specifies 12". The committee recommended adopting the ordinance to eliminate the conflict.

HANOVER REFUSE TRANSFER STATION: The Committee received a request dated June 28, 2013 from Hanover Land Services requesting a waiver of land development requirements for the transfer station at 25 Barnhart Drive owned by the Hanover Regional Solid Waste Authority. They are proposing a paved driveway along with a new paved unloading area for residents bringing waste to the facility. The planning commission has already made a favorable recommendation for the waiver. The committee agrees.

RESEALING OF KID'S KINGDOM: It was noted that it has been five years since Kid's Kingdom, the Creative Playground, has been sealed. Administrative Assistant Rodgers also noted that some of the playground equipment will need to be repaired since it is twenty years old. The committee recommended sealing and repairing the Kingdom in the fall. A date will be set to close the kingdom while the rest of the park remains open. The information will be published in the upcoming newsletter.

IMPROVEMENTS TO COMMUNITY PARK: Administrative Assistant Rodgers reported that she visited a splash pad in Red Lion Borough and thought it would be a good addition to the community park. After some discussion the committee agreed to consider this feature when they consider other improvements to the park.

BREEZEWOOD DRIVE: Manager Garvick reported that he received a Memorandum of Understanding from Johnston and Associates for the Breezewood Drive Project. The MOU covers the responsibilities of the developer and Township for the construction of Breezewood Drive. The memorandum will need to be approved by both parties.

CURB AND SIDEWALK MUNICIPAL FACILITIES: The committee received a request from 132 Littleton Drive for a waiver of the sidewalk requirements in conjunction with the construction of a new home. After some discussion the committee recommended waiving the requirement since there is no existing curb or sidewalk in the development. In addition it was noted that sidewalk should be installed around the municipal building and consideration given to installing curb and sidewalk around the community park.

PUBLIC QUESTIONS FOR THE COMMITTEE: None

The meeting was adjourned at 7:58 PM.

Respectfully Submitted  
Kristina J. Rodgers, Township Secretary

MINUTES  
PUBLIC WORKS COMMITTEE  
SEPTEMBER 3, 2013

The Penn Township Public Works Committee met in public session on Tuesday, September 3, 2013 at 7:17 PM following the Public Safety Committee meeting. Present were Chairman Goldsmith and Commissioners Klunk, Heilman, Prieber and Felix. Also present were Manager Garvick, Township Engineer Bortner, Fire Chief Cromer, and Administrative Assistant Rodgers.

ANNOUNCEMENTS: None.

APPROVAL OF MINUTES: The minutes of the August 6, 2013 public works committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None

ENGINEER'S REPORT: Engineer Bortner reported that they have completed the work on the paving projects that we would be doing in 2013. Some of the projects were not completed due to future land development projects associated with the Township's project not being completed.

Engineer Bortner reported that the streets and sewer will be ready for dedication in Whispering Run Phase 1 which includes Boulder Road, Tyler Drive and a small portion of Beck Mill Road. Joshua Court in High Point South is not ready for dedication at this time.

Engineer Bortner stated that two development plans will probably be requesting approval at the next planning commission meeting and they are Whispering Run, Phase 2a and Glade Village/Pinebrook. The second phase of Whispering Run is a twelve lot subdivision off of Pearl Drive. Mr. Myers has installed the utilities for this development.

CENTER STREET: Manager Garvick reported that Solicitor Tilley has submitted the condemnation forms for the BookSpan and Gerald Daniel properties along Center Street. There are still some issues with the Hanover Borough water line. It is hoped all the issues are taken care of by the anticipated let date in December.

COMMUNITY PARK: The committee discussed the creating of a master plan for the community park. They agreed to hire a consultant to prepare an overall master plan for the facility, which may include additional fields, pavilions, walking trails, and sidewalk around Tyler Drive.

SOUTH WESTERN SCHOOL DISTRICT: The committee received a request dated August 29, 2013 from the South Western School District for a waiver of the sign permit fee for a banner to advertise school bus driver positions. The Committee recommended approving the request.

BLACK ROCK/GRANDVIEW ROAD: Commissioner Klunk requested that we address the concerns about Blooming Grove Road and Grandview Road with the state leadership including Rep. Tallman, Sen. Waugh and Sen. Alloway. The Manager will also have prepared cost estimates and plans for inclusion on the York County Transportation Improvement Plan.

PUBLIC QUESTIONS FOR THE COMMITTEE:

None

The meeting was adjourned at 7:45 PM.

Respectfully Submitted  
Kristina J. Rodgers, Township Secretary



MINUTES  
PUBLIC WORKS COMMITTEE  
OCTOBER 1, 2013

The Penn Township Public Works Committee met in public session on Tuesday, October 1, 2013 at 7:00 PM. Present were Chairman Goldsmith and Commissioners Klunk, Heilman, Prieber and Felix. Also present were Manager Garvick, Township Engineer Bortner, WWTP Superintendent Mahone, Highway Foreman Mahan and Administrative Assistant Rodgers.

ANNOUNCEMENTS: Commissioner Felix read the announcement of the executive session held following the Board of Commissioner meeting on September 16, 2013.

APPROVAL OF MINUTES: The minutes of the September 3, 2013 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None

ENGINEER'S REPORT: Engineer Bortner reported that there are four developments either constructing or preparing to construct, including Whispering Run 2a, Pinebrook, Brookside Heights and Thornbury Hunt. This is starting to put a strain on the inspection capability, as we typically have an inspector on site when improvements are being constructed. The rail trail project was put on hold temporarily to finish paving in Manheim Township to repay work that Manheim Township did in Penn Township during the summer. Brush and limb collection will begin next week and leaf collection will follow. The Public Works crew will return to the rail trail project as time allows.

ENGINEERING ASSISTANT: Manager Garvick reported that he and the Township Engineer interviewed three candidates for the position of Assistant to the Engineer. The Manager felt that all three applicants were good candidates but is intending to hire Shawn Garrett because he appeared to be the most qualified.

BARRICK'S INSURANCE: The committee received a request on September 3, 2013 from Steven Barrick for a variance to the sign ordinance for Barrick Insurance. He would like to install a 120 square feet of signage as compared to 100 square feet allowed by the ordinance for his insurance business at the intersection of Grandview Road and Baltimore Street. There was some concern about allowing an increase in signage but the committee recommended approving the request, as Barrick's signage is in line with the other three corners of the intersection.

COMMUNITY PARK: Administrative Assistant Rodgers reported that one proposal was received for the resealing of the Kid's Kingdom Creative Playground. The project was awarded to Walt Rewa for power washing and sealing. Gordon Brown called and stated that it was too much work to complete in the three weeks allotted. The park will be closed from

October 7 through October 25. The labor for the sealing and power washing will be about six thousand dollars.

YORK COUNTY RAIL TRAIL: The Township received notice from the York County Rail Trail Authority that we are recipients of a Government Leadership Award. The award presentation is scheduled for October 21 at 7:00 PM. Although the YCRTA meets the same evening as the BOC, the commissioners authorized President Felix and Manager Garvick to attend the YCRTA meeting and accept the award.

YORK COUNTY WATERSHED IMPLEMENTATION PLAN: Manager Garvick reported that the Township will soon be designated as a MS4 municipality which will result in additional work in documenting our storm water regulations and procedures. York County Planning Commission has prepared a countywide Watershed Implementation Plan with the intent that all the affected municipalities within the county participate in preparing a strategy that would reduce the sediment and runoff pollution levels on the county level as opposed to each individual municipality. The plan is that each municipality would receive the reduction credit for any improvement anywhere within the county. Manager Garvick suggested that, even though we are not yet required by regulation to comply with the MS4 regulation, it would be best for us to take part in discussions now and help plan the strategy for when the time comes when we do have to meet the stricter regulations. After some discussion the committee recommended pursuing inclusion in the preparation of the York County Plan in anticipation of the Township being designated as an MS4.

BRADLEY/CONNIE BUTT QUIET TITLE: The Township received notice of a Quiet Title Action for a portion of land on McClellan Lane. The property owners that filed the claim are Bradley and Connie Butt and they wish to claim the future stub street between McClellan and property owned by Hanover Wesleyan Church. After some discussion about the possibility of future development in the area the committee recommended contacting the Solicitor about objecting to the action.

2014 BUDGET: The committee reviewed the 2014 proposed public works, recreation and high way aid budgets. The public works wages and the engineering services were discussed. There was some discussion on purchase of new equipment along with the hiring a new crew for sewer projects. The reconstruction budget was increased. Eric budgeted the maximum number of dollars for realistic road projects and they were divided between the general fund and highway aid. The Recreation Budget was reviewed and the Lion's Club donation was removed. The road construction projects are the difference between this year's and last year's budget. The budget does not include all the projects listed in the five year plan, only those that could be completed by the current Township crew during 2014. The committee also reviewed the Highway Aid budget. This includes the maintenance and repairs along with rebuilding of streets.

LEGAL AD: Commissioner Klunk discussed the legal ad in the newspaper about Park Street. The street is not a dedicated street but the adjacent property owners would like to take care of the street and have petitioned to take ownership of the street. The Kopp estate apparently still owns the street.

PUBLIC QUESTIONS FOR THE COMMITTEE:

None

The meeting was adjourned at 8:00 PM.

Respectfully Submitted

Kristina J. Rodgers, Township Secretary

MINUTES  
PUBLIC WORKS COMMITTEE  
NOVEMBER 5, 2013

The Penn Township Public Works Committee met in public session on Tuesday, November 5, 2013 at 7:00 PM. Present were Chairman Goldsmith and Commissioners Klunk, Heilman, Prieber and Felix. Also present were Manager Garvick, Township Engineer Bortner, WWTP Superintendent Mahone, Highway Foreman Mahan and Administrative Assistant Rodgers.

ANNOUNCEMENTS: None.

APPROVAL OF MINUTES: The minutes of the October 1, 2013 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None

HANOVER TROLLEY TRAIL: Engineer Bortner reported the Penn Township extension of the Hanover Trolley Trail is almost complete and a walk thru has been scheduled for November 7, 2013. A ribbon cutting ceremony has been scheduled for 4:00 p.m. on November 20, 2013.

AMISH MARKETS: Christopher Schwab, TRG, was present to discuss the traffic study for the Amish Markets at Hanover. Phase one of the project is just about complete with a projected opening date of November 29, 2013. This phase will include 52,000 square feet of retail space utilizing the existing building and parking. A land development plan for Phase II has also been submitted to the Board of Commissioners. Phase II shows a 60,000 square foot expansion. The markets will be open for business on Thursday, Friday, and Saturday from 9 AM to 6 PM.

The improvements for phase II of the markets include a left turn lane on Broadway at both the north and south site access driveways. They will align the southern driveway with the Hanover Bowling Center driveway. They will install a northbound right turn deceleration lane for the southern driveway. They are proposing to assist with some off site improvements for the project. These include modifying the access at Broadway/Flickinger Road to have right-in, right-out (RIRO) access only for Flickinger Road. Mr. Schwab noted that at Broadway/Eisenhower/Moulstown Road, the intersection would work at an overall "E" level of service. He noted that during certain time periods there would be failing levels of service on the northbound and westbound approaches. He noted no improvements are necessary for Phase I since the intersection level of service criteria still meets PennDOT's requirements. There are no improvements required at Broadway/Grant, which is the next signalized southbound intersection.

The phase II improvements include no change from Phase I at Hickory Lane, Flickinger Road or Grant Drive intersections. They are proposing adding a second westbound thru lane on Moulstown Road. A dual northbound left turn would be optimal but unfortunately it is impractical due to the right-of-way constraints and the build out nature of this section of roadway. Hanover Borough has spoken to Utz Foods about obtaining

additional rights-of-way. Mr. Schwab noted that the actual traffic counts were conducted at the Amish Markets at Shrewsbury, which has the same owner as the Amish Markets at Hanover. It was suggested that before Phase II could go forward, traffic counts would be performed to verify or modify the trip generation numbers. A new study may also need to be performed. Both municipalities were open to this idea since other nearby parcels may be developed which could lead to access management changes along Broadway.

Mr. Schwab stated that a traffic signal would be required at the proposed southern access driveway at full build out to achieve acceptable intersection levels of service but the Township was not in favor of that location at this time. There was some discussion regarding a possible contribution from the developer for a traffic signal to be installed at another location where the Amish Markets could connect to access the signal. The Committee recommended that any proposed traffic improvements be included in the Township's comprehensive plan. It was suggested that the developer amend the land development plan to a phase IA that would deal with traffic improvements. Once the market is opened and the comp plan adopted then the improvements to the traffic could be discussed with the developer along with other property owners in the area.

DUSMAN - 1050 BECK MILL ROAD: Manager Garvick received a call from Diane Dusman requesting the release of their improvement bond for curb along Beck Mill Road. This bond was secured as part of a subdivision approval in 2007. After some discussion, the Committee recommended that the bond not be returned. Engineer Bortner stated that J.A. Myers has begun construction of the Thornbury Hunt development on the opposite side of Beck Mill Road from the Dusman property. We will request that he install the curb at the same time as the curb goes in at Thornbury.

PARR'S HILL: The committee received a request from Hanover Borough for a waiver of land development requirements for improvements to the Parr's Hill Reservoir. The Penn Township Planning Commission will review the request at its December meeting.

CLOVER LANE TRAFFIC SIGNAL: The equipment for the Clover Lane signal has been delivered to the contractor that will be installing the signal. J.A. Myers has removed the tree and has indicated that he wants to begin installation immediately.

PUBLIC QUESTIONS FOR THE COMMITTEE: None

The meeting was adjourned at 7:50 PM.

Respectfully Submitted  
Kristina J. Rodgers, Township Secretary

MINUTES  
PUBLIC WORKS COMMITTEE  
DECEMBER 3, 2013

The Penn Township Public Works Committee met in public session on Tuesday, December 3, 2013 at 7:00 PM. Present were Chairman Goldsmith and Commissioners Klunk, Heilman, Prieber and Felix. Also present were Manager Garvick, Township Engineer Bortner, and Administrative Assistant Rodgers.

ANNOUNCEMENTS: Commissioner Goldsmith announced an executive personnel session was held following the Finance Committee meeting on December 2, 2013.

APPROVAL OF MINUTES: The minutes of the November 5, 2013 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None

ENGINEER'S REPORT: Engineer Bortner reported that public works is finishing up with leaf collection this week. The ribbon cutting for the trolley trail was held on November 20th.

BURKENTINE & SONS: The Committee received a request dated November 20, 2013 from Burkentine and Sons requesting a waiver of the residential lighting requirements for Pinebrook Phase 1. They are proposing residential lights at every other unit as compared to every unit as required by the Ordinance. There was some discussion about requiring both end units to have a light so that the driveway between the units is illuminated. The planning commission will review and make a recommendation regarding the request at its next meeting.

CSXT APPEAL TO PUC: Manager Garvick reported that the Township and CSXT have agreed to a stipulation, which will result in CSXT withdrawing its opposition to the PUC Order. There are, however, provisions in the proposed construction agreement with CSXT that the Township is not comfortable with. The Manager will be receiving a call from PennDOT, ostensibly informing the Township that the funding for the project may be in jeopardy unless the Township and CSXT can come to agreement.

PUBLIC QUESTIONS FOR THE COMMITTEE: None

The meeting was adjourned at 7:21 PM.

Respectfully Submitted  
Kristina J. Rodgers, Township Secretary