

MINUTES
PUBLIC WORKS COMMITTEE
JANUARY 2, 2018

The Penn Township Public Works Committee convened on Tuesday, January 2, 2018 at 7:27 p.m. following the Public Safety Committee meeting. Present were Chairman Klunk and Commissioners Brown, Felix, Heiland, and Van de Castle. Also present were Township Manager Rodgers, Police Chief Laughlin, Fire Chief Clouser, and Township Engineer Bortner. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the December 5, 2017 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

IMPROVEMENTS BONDS: Engineer Bortner reported on two improvement bonds. The first is for Meadow Spring to lower the bond amount from \$36,575 from \$146,424.30. The second is for TrueNorth Wellness Services to lower the bond amount to zero because the work has been completed. The Committee recommended approving both bond reductions.

BRINE MIXING TANK: Engineer Bortner reported that the Public Works department has been using several different concoctions to put materials in the back of the tanks on their trucks. The past three years they have been using salt to make salt water to anti-ice the streets before storms. Everything has been done in house up to this point, but they no longer have enough storage capacity to cover the whole Township in one day. They need close to eight thousand gallons a day. They can continue to pre-wet only the major streets with what they are doing now. In order to cover the developments and side streets a brine mixing tank would need to be purchased. After discussion the Committee recommended Engineer Bortner purchase a one thousand five hundred gallon brine mixing tank.

BEECHWOOD WAY STREET LIGHTING WAIVER: The Committee received a letter dated December 19, 2017 from GHI for a waiver of the Residential Street Lighting Ordinance for Beechwood Way. Manager Rodgers reported that this plan used to be called Magnolia Way and is now Beechwood Way because there is already a Magnolia in the Township. They're requesting lights at every other residence. Commissioner Felix said it gets very dark if they are placed at every other house and one goes out. Commissioner Klunk said these lights are about twenty feet apart unlike a single home community where they are one hundred feet apart. Even if one is out there's only forty feet in between lights. This will be discussed at the Planning Commission meeting on January 4, 2018.

EXTENSION REQUESTS: Commissioner Klunk reported there are two extension requests for January; South Heights and Above & Beyond Christian Child Care Center, both to expire April 16, 2018. The Committee recommended approving both requests.

OTHER MATTERS: Commissioner Brown reported that there were some problems with trash and recycling pick up over the past week. Manager Rodgers said there were delays due to the snow.

The meeting was adjourned at 7:49 p.m.

Respectfully submitted,

Kristina J. Rodgers
Township Manager

MINUTES
PUBLIC WORKS COMMITTEE
FEBRUARY 5, 2018

The Penn Township Public Works Committee convened on Monday, February 5, 2018 at 7:14 p.m. following the Public Safety Committee meeting. Present were Chairman Klunk and Commissioners Brown, Felix, Heiland, and Van de Castle. Also present were Township Manager Rodgers, Police Chief Laughlin, Police Lieutenant Hettinger, Fire Chief Clouser, Township Engineer Bortner, Interim Zoning Officer Garrett, and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the January 2, 2018 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Michael Franklin, 55 Sydney Drive, expressed concern about the street light removed from the corner of Sydney Court and Koala Drive. He has seen people parking there and doing unsavory things. Without the light it's too dark to see what's going on or to give a vehicle description when calling the police. Mr. Franklin asked if the Township could install a gate blocking the dead-end. After discussion Commissioner Klunk advised Township Staff to look at the situation and call Mr. Franklin after coming to a conclusion. Police Chief Laughlin encouraged Mr. Franklin to call the police when he sees cars parked in the dead-end.

Derek Higgs, 555 Centennial Avenue, asked the Committee how to proceed with having sidewalks installed on Centennial Avenue and Lafayette Street. He said Lafayette Street is the only one in the development without sidewalks. The Committee looked at the situation and let Mr. Higgs know he can install sidewalk on his own property after obtaining a permit. The Township usually looks at curbing and sidewalk when paving projects are being completed and there are no projects planned for that area at this time. Commissioner Klunk said it can be looked at the next time there is a paving project.

IMPROVEMENT BONDS: Engineer Bortner reported on three improvement bonds. The recommended bond amount for Above and Beyond Christian Child Care Center is \$21,255.85. The recommended bond amount for Burkentine Plaza Unites 7 & 8 is \$49,307.50. A final inspection was completed for Hanover Storage, LLC and the bond is no longer needed. The Committee recommended setting the bond amounts for Above and Beyond Christian Child Care Center and Burkentine Plaza Units 7 & 8 as well as accepting the final inspection of Hanover Storage, LLC.

TROLLEY TRAIL GRANT LETTER: Engineer Bortner reported York County Rail Trail Authority (YCRTA) requested the Township send a letter to the York County Convention and Visitors Bureau in support of a grant application. The grant would allow the YCRTA

to acquire the trail from Hanover to Spring Grove. The Committee instructed Manager Rodgers to prepare a letter of support and Commissioner Van de Castle will sign it.

CONGESTION MANAGEMENT PROCESS SIGNAL TIMING PROJECT UPDATE: Engineer Bortner updated the Committee on the congestion management process signal timing project. He said York Area Metropolitan Planning Organization (YAMPO) is finalizing their schedule and it looks like they will be in Penn Township in March. They are hoping weather is good so they can get an accurate representation of an average day's traffic. YAMPO discussed counting traffic electronically but Engineer Bortner isn't sure if they decided to do that or count manually.

BEECHWOOD WAY STREET LIGHTING WAIVER: The Committee received a letter dated December 19, 2017 from GHI requesting a waiver of the residential street lighting ordinance for Beechwood Way. After discussion the Committee recommended denying the request.

EXTENSION REQUESTS: Interim Zoning Officer Garrett reported on extension requests for 1040 Baltimore, Beechwood Way, Brookside Heights Phase 3, High Pointe South, and Mustang Pointe. The Committee recommended approving the extension requests that will expire on May 21, 2018.

RECREATION UPDATE: Manager Rodgers reported that she is anticipating the final plan from JMT at any time. She also reported that the library contacted her and will be doing the summer reading program at the park again this year. The Police and Fire Departments have both agreed to read to the children.

OTHER MATTERS: Commissioner Klunk reported that Penn DOT is going to open bids for Baltimore Street, Carlisle Street and Elm Avenue on February 15, 2018.

Manager Rodgers reported she and Engineer Bortner spent three hours at DEP on Friday, February 2, 2018. They were working on MS4 and the implementation plan. She said we may need to consider hiring someone because of all the documentation required for MS4.

The meeting was adjourned at 7:58 p.m.

Respectfully submitted,

Angela M. Hallett
Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
MARCH 5, 2018

The Penn Township Public Works Committee convened on Monday, March 5, 2018 at 7:17 p.m. following the Public Safety Committee meeting. Present were Chairman Klunk and Commissioners Brown, Felix, Heiland, and Van de Castle. Also present were Township Manager Rodgers, Police Chief Laughlin, Police Lieutenant Hettinger, Fire Chief Clouser, Township Engineer Bortner, Zoning Officer Smith, Assistant to the Engineer Garrett, and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the February 5, 2018 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

IMPROVEMENT BONDS: Engineer Bortner reported on two improvement bonds. The bond amount for 1040 Baltimore Street is \$272,966.10. The bond amount for Beechwood Way is \$223,179. The committee recommended setting the bond amounts for both.

YORK COUNTY RAIL TRAIL AUTHORITY LETTER OF SUPPORT: Manager Rodgers reported that the York County Rail Trail Authority has requested a letter of support to be sent to PA Department of Conservation & Natural Resources. They are applying for another grant to extend the Rail Trail. The Committee advised Manager Rodgers to prepare the letter.

2018 PAVING PROJECTS: Engineer Bortner reported on the 2018 paving projects. He sent a letter with a five year paving project list to all known utilities in the Township and asked for their feedback on what streets they will be working on in 2018. He received a response from Columbia Gas and Hanover Borough Water Company. Using this information he narrowed down the list to areas that won't be affected by those utilities or residential development. He provided a list of paving projects to the Committee.

FLICKINGER ROAD CULVERT: Engineer Bortner reported on the Flickinger Road culvert. He met with the property owner and there seems to be an understanding on what the Township needs for permanent easement and temporary construction easement. The property owner is concerned about a culvert pipe near the end of her property and would like the Township to do some ditch work in exchange for the easement. Engineer Bortner said having the water drain properly would be a benefit to the township as well. After discussion the Committee agreed to have the Township do the work on her property in exchange for the easement. The prior offer of two years

taxes in exchange for the easement is revoked because the scope of the project was substantially reduced.

MET-ED STREET LIGHTS: Engineer Bortner reported on a request for additional intersection lights. Met-Ed sent an agreement to install eight new lights and a second agreement for four lights will be ready soon. The Committee recommended approving both agreements with Met-Ed.

MS-4 BUILDERS SHOW: Engineer Bortner reported that he will be attending the Builders show March 8, 9 and 10, 2018 as part of a joint MS4 project with Hanover Environmental Outreach.

STREET LIGHTS ON ARWCO DRIVE: Engineer Bortner reported about street lights on Arwco Drive. About six months ago he started turning off street lights in the area of Arwco Drive, there were three at the intersection of Grandview Road and Arwco Drive and three at the intersection of Northview Drive and Arwco Drive. He turned off four of the six lights. After a resident shared concerns it was decided to turn two additional lights on at the intersection of Grandview Road and Arwco Drive and Met-Ed installed an LED cobrahead light at the intersection. Engineer Bortner had hoped to eliminate a meter because the meter fee is high and the LED lights aren't putting much through it. If the meter remains it may be a good idea to add more lights so the meter is worth having. After discussion the Committee advised Engineer Bortner to have Met-Ed install a longer arm on the cobrahead light at the intersection of Grandview Road and Arwco Drive and to use a higher wattage bulb.

950 BLACK ROCK ROAD: The Committee received a letter dated February 23, 2018 from Case Builders, LLC requesting a variance to the sign ordinance. They are asking to install a nine and a half square foot sign at the entrance of their construction site at 950 Black Rock Road. The sign would be removed once the project is complete, on or before March 1, 2020. The request shows two signs on the property, both exceeding the eight square foot maximum size. Engineer Bortner said he thinks the Township requested them to use a construction entrance sign, but no one else recalled this. The Committee asked Manager Rodgers to confirm whether or not the Building Code Officer asked them to put up a sign. Once there is an answer, the request will be discussed tomorrow evening during the Finance Committee meeting.

SOUTH WESTERN TURF FIELDS: The Committee received a letter dated February 15, 2018 from First Capital Engineering for a waiver of the Feasibility Report on sewer and water facilities and the Environmental Impact Study for the South Western Turf Field. Nate Osborne from South Western School District explained that the turf fields are directly across from the high school, adjacent to the middle school. There are currently three athletic fields on the site and they are proposing to install two turf fields and leave one grass field. There are currently no water runoff issues with the fields and the turf will only serve to better the runoff situation, so they are requesting a waiver to the Feasibility Study. There are no proposed water or sewer enhancements so they are

requesting a waiver of the Feasibility Report on sewer and water facilities. After discussion the Committee recommended approving the request.

1056 AND 1060 BALTIMORE STREET REAR/AERO ENERGY: The Committee received a letter dated February 15, 2018 from First Capital Engineering for a waiver of the landscaping and buffer yards for the 1056 and 1060 Baltimore Street Rear/Aero Energy plan. John Luciani from First Capital Engineering showed the Committee aerial pictures of the property, dating as far back as 1957, illustrating how there was an oil company in this location well before the adjoining residential properties were built. Aero Energy is proposing to install a canopy over their fueling area to prevent rainwater from running into their underground spill tanks. He asked that Aero Energy be allowed to plant two rows of arborvitaes instead of the full fifteen foot bufferyard between the oil facility and the adjoining residential zone. The full required bufferyard would create problems for trucks entering and exiting the facility. He said they are also planning to remove the above ground storage tanks within the next two years and they will place a note to this effect on the plan. The Committee recommended approving the request.

EXTENSION REQUEST: Zoning Officer Smith had no extension requests to report on this month.

RECREATION: Manager Rodgers reported that the plan was filed today to reverse subdivide all the lots at the Community Park. The street address for the Community Park is 4601 Grandview Road, but the tax parcel data shows the address as 4435 Grandview Road. Manager Rodgers asked if anyone was aware of what caused this. No one was aware of a reason for the discrepancy and the Committee instructed Manger Rodgers to have the County change it to 4601 Grandview Road.

OTHER MATTERS: None.

The meeting was adjourned at 8:02 p.m.

Respectfully submitted,

Angela M. Hallett
Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
APRIL 2, 2018

The Penn Township Public Works Committee convened on Monday, April 2, 2018 at 7:30 p.m. following the Public Safety Committee meeting. Present were Vice Chairman Felix and Commissioners Brown, Heiland, and Van de Castle. Also present were Township Manager Rodgers, Police Lieutenant Hettinger, Fire Chief Clouser, Engineer Bortner, Zoning Officer Smith, and Township Secretary Hallett. Commissioner Klunk was absent with notice. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the March 5, 2018 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

FLICKINGER ROAD CULVERT: Engineer Bortner reported on the Flickinger Road culvert project. He said an agreement for the permanent right-of-way and temporary construction easement needed for the project has been prepared. The Township has agreed to make improvements to the swale to the north of the Horst farmhouse. Once the agreement is signed we will begin getting bid specifications for the culvert replacement.

MS4 YORK COUNTY LOCAL GOVERNMENT COMMITTEE: Engineer Bortner reported that the York County Planning Commission is forming a Local Government Committee to provide input on the MS4 project. After discussion the Committee recommended Engineer Bortner be the Penn Township representative and Manager Rodgers be the alternate.

STREET SWEEPING DISPOSAL: Engineer Bortner reported on street sweeping disposal. He said DEP has regulations in place for street sweeping disposal and he is proposing we comply with them. Anti-skid should be filtered from our street sweepings and the rest needs to be landfilled. This will be inspected as part of our MS4 permit and they'll want to see receipts for landfilled street sweepings. Republic Services will charge \$43 per ton to dispose of our street sweepings. The Committee recommended approving the agreement with Republic Services.

JOINT ZONING ORDINANCE UPDATE: Manager Rodgers reported on the joint zoning ordinance. She said Caroline Yagle with EPD will present a document for Staff to review sometime this week. After Staff has reviewed it the document will pass to the Planning Commission, by April 19, 2018, so it can be reviewed and discussed at the May 3, 2018 Planning Commission meeting. Ms. Yagle will then come to the Board of Commissioners to get a recommendation to present at a public meeting in July.

EXTENSION REQUEST: Zoning Officer Smith reported on an extension request for South Heights. The Committee recommended approving the request.

RECREATION: Manager Rodgers reported we have a completed plan from JMT. Commissioner Felix recommended the entire plan not be adopted at one time. He'd prefer to approve each project as its being completed and the Committee agreed.

Manager Rodgers said there may be a misunderstanding with Hanover Borough on how the Penn Township fields can be used for the Hanover Area Recreation Baseball/Softball League. She called Borough Manager Bowersox today and hopes to hear back from him tomorrow.

OTHER MATTERS: Commissioner Heiland asked if there are guidelines in place for patching Baltimore Street where Columbia Gas is working. He noticed deep indents in the pavement. Commissioner Felix said it looks like they put pavement down and it has sunk in. Engineer Bortner said Penn DOT would have specifications and he assumes Columbia Gas is responsible for repaving.

The meeting was adjourned at 7:49 p.m.

Respectfully submitted,

Angela M. Hallett
Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
MAY 7, 2018

The Penn Township Public Works Committee convened on Monday, May 7, 2018 at 7:25 p.m. following the Public Safety Committee meeting. Present were Chairman Klunk and Commissioners Brown, Felix, Heiland, and Van de Castle. Also present were Township Manager Rodgers, Acting Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, Zoning Officer Smith, and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the April 2, 2018 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Gordon Pilgrim, 180 Northview Drive, told the committee that he is unhappy with the street lights at Northview Drive and Arwco Drive. He said two of the street lights along Grandview Road, on either side of Arwco Drive, that had been turned off have been turned back on but there are still three or four off on Northview Drive and it's too dark. Commissioner Klunk thanked Mr. Pilgrim for sharing his concerns.

FLICKINGER ROAD CULVERT: Engineer Bortner reported on the Flickinger Road culvert. Paperwork has been forwarded to Mrs. Horst. Manager Rodgers said some changes were made to the legal description to address Mrs. Horst's concerns.

RECREATION AREA TREE REMOVAL: Engineer Bortner reported on tree removal in the Township recreation areas. There are several dead trees and dead limbs at the recreation parks throughout the Township. Rowland Tree Service quoted \$6,500 to bring the dead trees and limbs to the ground and Pennington Tree Expert Services quoted \$7,150. They would bring the trees down and the Public Works department would then clean up. The committee advised Engineer Bortner to proceed with removing the dead trees and limbs.

TROLLEY TRAIL MAINTENANCE AGREEMENT: Engineer Bortner reported on a maintenance agreement with the York County Rail Trail Authority. The Committee recommended approving the agreement.

IMPROVEMENT BONDS: Engineer Bortner reported on three improvement bonds. The bond amount for Brookside Heights Phase 3 is \$1,170,250.68. The bond amount for ESAB is \$5,710.98. The bond amount for South Western Turf Fields is \$389,934.33. The committee recommended setting all three bond amounts.

ROADBOTICS: Engineer Bortner reported on the Roadbotics program. He attended an educational seminar at Manchester Township where Roadbotics explained their

program for road assessment. They take pictures of roads and filter the pictures through a Carnegie Mellon program that rates the streets on a scale from one to five. One indicates the road is in excellent condition and five indicates the road is failing. The cost to assess Penn Township's roads would be \$5,500. After discussion the committee decided to revisit this next month after reading the article published in this month's Township News magazine that mentions Roadbotics.

MS4 UPDATE: Engineer Bortner gave an update on our MS4 permit. As of today we still do not have an MS4 permit. On April 4, 2018 Engineer Bortner met with Hanover Land Services to begin working on addressing the six Minimum Control Measures (MCM) required for the permit. MCM #5 requires us to have an inventory of the Best Management Practices (BMP) within the Township going back to 2003. Engineer Bortner worked with Hanover Land Services and Township Staff to develop a standard operating procedure for the recording of BMPs.

Engineer Bortner and Zoning Officer Smith shadowed the City of York during a dry weather screening of their outfalls. We will be required to inspect each of the outfalls in the Township twice in the first permit cycle and once per permit cycle after that. He will be attending a York County Stormwater Authority meeting on May 31, 2018 at 7 p.m. and invited anyone interested to attend.

WEST MANHEIM ZONING MAP CHANGE: Manager Rodgers reported on a change to the West Manheim Township zoning map. They are required to notify all adjoining municipalities of the change, but it shouldn't have an affect on Penn Township.

EXTENSION REQUESTS: Zoning Officer Smith reported on two extension requests. High Pointe at Rojen Farms South and Mustang Pointe have both requested extensions until August 20, 2018. The committee recommended approving both extension requests.

RECREATION: The Committee discussed the master plan prepared by JMT. Commissioner Klunk asked if there was any maintenance he could ask the Lions Club to work on at Young's Woods. After discussion Commissioner Klunk said he will ask if they want to paint the pavilion roofs. The need for electrical upgrades in the pavilions was discussed. Commissioner Klunk suggested a Recreation Board be formed to work on the improvements at the parks. A Recreation Board was used when the Kid's Kingdom creative playground was built. Commissioner Van de Castle asked about phasing the improvements. Manager Rodgers said phasing had been discussed. She recommended starting with sidewalks along Tyler Drive. Commissioner Van de Castle said the creative playground needs to be addressed before it collapses. It's been two years since the inspection was completed and they said the playground would last ten years. They discussed an addition to the building at Young's Woods, a community build for the new playground, fundraising, and how to set up a Recreation Board. The committee decided to look into forming a Recreation Board.

SALE OF PUBLIC WORKS EQUIPMENT: Manager Rodgers reported that Engineer Bortner would like to sell the 2003 Chevy K3500 truck with snow plow that has 52,672 miles. It would need to be bid because it's worth more than \$1,000. The committee recommended adopting a resolution to sell the truck.

The meeting was adjourned at 8:11 p.m.

Respectfully submitted,

Angela M. Hallett
Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
JUNE 4, 2018

The Penn Township Public Works Committee convened on Monday, June 4, 2018 at 8:15 p.m. following the Public Safety Committee meeting. Present were Chairman Klunk and Commissioners Brown, Felix, Heiland, and Van de Castle. Also present were Township Manager Rodgers, Acting Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, Zoning Officer Smith, and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: Commissioner Klunk announced an executive session to discuss personnel would be held following this meeting.

CITIZEN'S COMMENTS: Gordon Pilgrim, 180 Northview Drive, told the Committee that more residents on Northview Drive are extremely disappointed the street lights have been turned off. He said it degrades the property value and everyone had reasonable expectations when their homes were purchased that the community would remain as close to the same as possible. Commissioner Klunk thanked him for his time.

FLICKINGER ROAD CULVERT: Engineer Bortner didn't have anything to report on the Flickinger Road culvert. Manager Rodgers reported that she sent paperwork to Mrs. Horst last week and hasn't heard anything yet.

RECREATION AREA PAINTING: Engineer Bortner reported on four quotes for painting the pavilions at Young's Woods Park. After discussion the Committee recommended moving forward with painting the pavilion roofs a shade of blue. Engineer Bortner will make sure the quotes were for the correct paint type and then move forward.

COMMUNITY PARK FENCE: Manager Rodgers brought up the fence at the Community Park. She asked if a snow fence could be installed to prevent kids from running after their sports balls. Engineer Bortner said the fence that's left at the Community Park is in very bad shape and needs to be replaced. Commissioner Klunk said the area where the fence is would become a walking trail according the plan prepared by JMT. After discussion the Committee recommended putting up temporary fencing until a plan for the Community Park is in place. Engineer Bortner will work on it.

ROADBOTICS: Commissioner Klunk said the Board received additional information on Roadbotics and asked if there were any new thoughts since last month. After discussion the Committee recommended using Roadbotics to assess the Township roads.

MS4 UPDATE: Engineer Bortner reported on MS4. We still have not received our permit and he continues to work on inventories and minimum control measures.

LEGACY 92, LLC WAIVER REQUEST: The Committee received a letter dated May 18, 2018 from GHI requesting waivers to environmental impact studies and fencing for

Legacy Building Expansion plan. Commissioner Van de Castle asked how deep the stormwater pond will be and Engineer Bortner said seven feet, technically. He said Apio received a waiver for their fence in 2013. Stormwater fencing requirements changed in 2011 when a new Ordinance was adopted. The Planning Commission will make a recommendation on this request at the June 7, 2018 meeting.

RECREATION BOARD ORDINANCE: Manager Rodgers reported on an ordinance to create a Recreation Board. After discussion the Committee recommended the ordinance should allow no more than two residents from any one voting district and no less than five Township residents as members. This will be discussed again next month.

AIRPORT PROPERTY DEED RESTRICTIONS: Manager Rodgers reported that Burkentine & Sons Builders is interested in building on the old airport property off Moulstown Road. They need to know if the agreement signed in February, 2005 still applies. When the property was rezoned R-8 there was an agreement stating it would be used for age-restricted housing. According to Township Solicitor Hovis the deed restriction stays with the property because it was recorded. Burkentine & Sons would like to build some age-restricted homes along with some single family homes and garden apartments on the property. They want to know if the Township will consider changing the deed restrictions. After discussion the Committee recommended the deed restrictions remain as they are.

EXTENSION REQUEST: Zoning Officer Smith reported on an extension request for South Western Turf Fields, which would expire on July 16, 2018. They have not received their NPDES permit and may not have it before the plan expires. The Committee recommended approving the extension request.

OTHER MATTERS: Manager Rodgers told the Board there will be an Eisenhower Drive Public Officials meeting on June 21, 2018 at 4:30 p.m. at SAVES fire station.

The meeting was adjourned at 9:00 p.m.

Respectfully submitted,

Angela M. Hallett
Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
JULY 2, 2018

The Penn Township Public Works Committee convened on Monday, July 2, 2018 at 7:34 p.m. following the Public Safety Committee meeting. Present were Chairman Klunk and Commissioners Brown, Felix, Heiland, and Van de Castle. Also present were Township Manager Rodgers, Acting Police Chief Hettinger, Fire Chief Clousher, Township Engineer Bortner, Zoning Officer Smith, and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the June 4, 2018 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

FLICKINGER ROAD CULVERT: Engineer Bortner did not have any updates on the Flickinger Road culvert. Manager Rodgers reported that Mrs. Horst is asking for twenty years of maintenance for the right-of-way needed. After discussion the Committee advised Manager Rodgers to make a final offer of \$1,000 and two years of maintenance.

MS4 UPDATE: Engineer Bortner gave an update on MS4. He reported that he and Zoning Officer Smith met with Melanie Repp and Brandon Bishard for a trip to York City to view their outfall inspections. They visited two outfalls and one of them had an illicit discharge, so they were able to witness that process. Manager Rodgers reported that she is setting up an MS4 table at State Representative Klunk's ice cream social on July 12, 2018.

MUMMA BURIAL GROUNDS WORK: Engineer Bortner reported on the cemetery at 839 York Street. The Public Works department has maintained this property for several years and the mowing crew reported that the tombstones are getting buried and becoming hard to see. He asked what maintenance the Township is responsible for completing. The Committee discussed the history of the cemetery and how it came to be maintained by the Township. After discussion they advised Engineer Bortner to continue mowing and taking care of the sidewalks.

IMPROVEMENT BONDS: Engineer Bortner reported on three improvement bonds. A final inspection of the work at 401 Moulstown Road was completed and the bond can now be released. The bond for Legacy can be set at \$255,891.90. Engineer Bortner did not have a figure prepared yet but reported that he is working on the bond amount for Stonewicke Phase 1. He will work on the numbers this month and may have them prepared in time for the July 16 Board of Commissioners meeting. The Committee recommended releasing the 401 Moulstown Road bond, setting the Legacy bond and setting the Stonewicke Phase 1 bond, if it is prepared in time.

RECREATION AREA PAINTING: Engineer Bortner reported on painting the recreation areas. He received a new proposal from Brenneman Painting & Wallpapering that is itemized and includes the items discussed at the last Public Works Committee meeting.

Itemizing the quote didn't change the price. Mr. Brenneman will paint a small section of the pavilion and then give us a chance to inspect it to make sure we like the color.

RE-CAULKING THE PUBLIC WORKS BUILDING: Engineer Bortner reported that there was a caulk failure on the public works building. There is concern about the caulk in between the concrete panels. Engineer Bortner is looking for quotes to correct the problem. Manager Rodgers said the project may need to be bid, depending on the quotes. It's also possible that a bid wouldn't be required because it may be considered maintenance.

ZONING ORDINANCE UPDATE: Engineer Bortner reported that EPD provided a list of definitions and special exceptions for the updated zoning ordinance. Engineer Bortner, Zoning Officer Smith and Manager Rodgers have begun reading through the information. Engineer Bortner has not read everything yet but has concerns with our current ordinance. For example airports and heliports are one of the first special exception criteria listed and there are three pages of criteria. He wasn't able to find any other zoning ordinances with more than a page dedicated to this. He looked through several zoning ordinances to pick out a good example and Silver Spring Township seemed to have a good ordinance. He suggested to EPD that they start with that ordinance rather than our existing ordinance.

LEGACY MODIFICATION REQUEST: The Committee received a letter dated June 26, 2018 from Group Hanover, Inc requesting a modification to the stormwater requirements for Legacy. Commissioner Klunk asked if Engineer Bortner has a problem with this request. Engineer Bortner said the stormwater ordinance allows 3 to 1 slope as long as the erosion is addressed in planning. After discussion the Committee recommended approving this request.

RECREATION BOARD ORDINANCE: Manager Rodgers reported that she made the requested changes to the Recreation Board ordinance. After discussion the Committee recommended the Recreation Board begin on January 1 and terms would all expire December 31st. The Committee recommended advertising the ordinance to create a Recreation Board.

WILD FLOWER MEADOWS: Commissioner Klunk reported that Highway Foreman Mahan would like to begin work on the wildflower meadows. The Committee recommended he move forward with establishing wild flower meadows at Young's Woods and The Community Park.

The meeting was adjourned at 8:17 p.m.

Respectfully submitted,

Angela M. Hallett
Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
AUGUST 6, 2018

The Penn Township Public Works Committee convened on Monday, August 6, 2018 at 7:32 p.m. following the Finance Committee meeting. Present were Chairman Klunk and Commissioners Brown, Heiland, and Van de Castle. Also present were Township Manager Rodgers, Acting Police Chief Hettinger, Fire Chief Clouser, Engineer Bortner, WWTP Superintendent Mahone, Zoning Officer Smith, and Township Secretary Hallett. The following items were discussed.

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the July 2, 2018 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

FLICKINGER ROAD CULVERT: Manager Rodgers reported we have a signed agreement for the Horst property. It has been forwarded to the Solicitor's office to be recorded so we can move forward.

MS4 UPDATE: Engineer Bortner reported on the MS4 permit. We received comments from DEP and the County Consortium is trying to work through them. He said he and Manager Rodgers set up a joint MS4 booth with Hanover Borough at Dutch Days and they will set up the same booth at National Night Out.

Manager Rodgers reported that municipal buildings inside the non-urbanized area can be excluded from stormwater audits. The public works and sewer buildings are in the non-urbanized area.

HIGH POINTE NORTH DEDICATIONS: Engineer Bortner reported on High Pointe North streets being dedicated to the Township. They have finished the paving and are ready to dedicate the remaining streets to the Township. We require a maintenance bond for the improvements being completed and an improvement bond for the post-construction stormwater management facilities that still need to be completed. Manager Rodgers stated we do not have the deeds and there are five sanitary sewer runs missing. Everything needs to be completed and turned in to the Township by the end of this week. The Committee recommended advertising the ordinances.

BONDS: Engineer Bortner reported on three bonds. The High Pointe North improvement bond can be reduced from \$318,243.04 to \$148,439.50. The High Pointe North maintenance bond for street dedication can be set at \$134,961.89. Engineer Bortner reported that Mark's Auto Body sent information for their bond. They calculated the bond amount with the stormwater fence included. The Committee recommended setting the bond amounts.

PAVING PROJECTS AND STORM SEWER REPAIRS: Engineer Bortner reported that we have approval from Penn DOT to get started on the 2018 paving projects; however, he's not sure how to proceed. After the storms last month several storm sewer repairs are needed. Columbia gas is currently videoing in Penn Township and we will have a better idea of what needs repaired once they're finished. These repairs can be paid out of Highway Aid funds if Penn DOT regulations are followed. After discussion the Committee instructed Engineer Bortner to work on the necessary storm sewer repairs first and postpone the paving project until next year, if need be. Engineer Bortner said they'll keep working on paving as they can, but paving has to be finished by October 31st. Engineer Bortner said we may need to competitively bid the pipe and Manager Rodgers said it's too late to get a bid rewarded at the August 20, 2018 Board of Commissioners meeting. She asked if joining the Capital Region Council of Governments (COG) as an Associate member would be an option. They bid more so we'd have access to a wider range of items. Engineer Bortner stated that Josh Kopp from Penn DOT didn't think that would work well and he got the impression Penn DOT would like us to bid more of our projects.

INTERNET SERVICE: Engineer Bortner reported that faster internet service would be very helpful in the public works department. Acting Police Chief Hettinger said the police department needs faster internet as well. It is taking eight to thirteen hours to send videos to York County. There will also be potential problems if they switch to a cloud-based records management system. Comcast provided a quote for installing fiber optic lines for the Township. This would offer superior speeds but costs five times what we're currently paying for internet service. Commissioner Heiland asked if the slow internet is stopping any work from being completed. Both Engineer Bortner and Acting Police Chief Hettinger said it's not stopping work, just slowing it down. After discussion the Committee decided more research needs to be done.

976 WILSON AVENUE BUILDING MAINTENANCE: Engineer Bortner reported on building maintenance for 976 Wilson Avenue. He said there has been a rust problem since the building was built but there are now concerns that the rust will damage the concrete. Engineer Bortner described other problems with the building. After discussion the Committee advised Engineer Bortner to contact Conewago Enterprises to discuss options.

MOULSTOWN STREET LIGHTS: The Committee received a letter dated July 20, 2018 from Hanover Logistics requesting to have a street light installed at the entrance to R.H. Crawford on Moulstown Road. Engineer Bortner reported that a street light is already proposed to be installed at that location, but not this year. After discussion the Committee decided not to move the light installation forward, R.H. Crawford can pay for a light on their own property if they are unable to wait.

MARK'S AUTO BODY WAIVER REQUEST: The Committee received a letter dated July 24, 2018 from KPI Technology requesting waivers to Section 605 (buffer yards and landscaping) of the Subdivision and Land Development Ordinance and Section 306.B.4 (fencing) of the Stormwater Management Ordinance for the Mark's Auto body land

development plan. David Marks, owner of Mark's Auto Body, was present to discuss his request. Mr. Marks shared photographs of his property and described the proposed improvements. He said there is no one in the local area who might fall into a stormwater pond because it's all industrial. He explained that he submitted a plan in 2009 for additional parking and it was approved. While Matthew Swanner was the Zoning Officer he stopped in to see about an extension on his land development plan and was told by Mr. Swanner that he missed the deadline by three months. Later he found out that he likely could have had it extended but had already given up at that point. The current Stormwater Management Ordinance wasn't in affect in 2009 so his approved plan didn't require the stormwater fence. Mr. Marks stated he understands the fence requirement but none of the neighboring properties have fences. Commissioner Klunk explained that the Township is trying to get the fences installed as new land development plans come in. He understands it's an added expense but it's also a safety issue. The Committee recommended denying the stormwater fence waiver and approving the buffer yards and landscaping waiver.

EXTENSION REQUESTS: Zoning Officer Smith reported on two extension requests. High Pointe @ Rojen Farms and Mustang Pointe both requested an extension until November 19 2018. The Committee recommended approving both extensions.

OTHER MATTERS: Manager Rodgers reported that she received the results for the 2016-2017 Liquid Fuels audit. We are required to repay \$39,321.48 from the general fund to the highway aid fund.

The meeting was adjourned at 8:25 p.m.

Respectfully submitted,

Angela M. Hallett
Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
SEPTEMBER 4, 2018

The Penn Township Public Works Committee convened on Tuesday, September 4, 2018 at 7:55 p.m. following the Finance Committee meeting. Present were Chairman Klunk and Commissioners Brown, Heiland, and Van de Castle. Also present were Township Manager Rodgers, Acting Police Chief Hettinger, Fire Chief Clouser, Engineer Bortner, WWTP Superintendent Mahone, Zoning Officer Smith, and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the August 6, 2018 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Walt Marriott, 22 Amanda Avenue, was present and had concerns about the storm sewer system in his area. He explained that there is a sinkhole at the storm sewer. Someone from the Township came out and looked at it and Mr. Marriott was then informed that it was on private property and the Township couldn't repair it. He said all the pipe in the storm sewer system is deteriorating and water is running approximately one thousand yards across ground, as a result. He doesn't believe this is his responsibility to repair. Engineer Bortner pointed out that Penn Township has never accepted dedication of storm sewer system or detention ponds on private property. As far as he knows this is common practice throughout the state. The Penn Township Subdivision and Land Development Ordinance requires an easement be shown for that facility, but the Township has never accepted dedication of that facility on private property. Commissioner Klunk explained that, from a legal standpoint, we don't own the storm sewer and can't do anything with it. Mr. Marriott was told by a contractor that the Township required the storm sewer and it's a public system so he shouldn't be responsible for it. Commissioner Klunk said we'll check with the Township Solicitor and get back with him. Mr. Marriott said the storm sewer in the right of way is in very bad shape and another large rain will likely cause failure.

MS4 UPDATE: Engineer Bortner gave an update on the MS4 permit. He said the Township and Hanover Land Services have been working on adding BMP's to CS Datum. Manager Rodgers reported we have a phone extension for stormwater complaints and have received one call to date.

ROADBOTICS: Engineer Bortner reported on the Roadbotics report. He reviewed the map and pointed out the different areas of concern. Roadbotics breaks the roads into segments and assigns a level to each segment. Level one indicates a new road, level two indicates minor repairs such as crack sealing are needed, level three indicates the road is close to needing paved, level four indicates the road needs paved, and level five indicates total reconstruction is needed. There were no level five segments in the Township, but some of that may have to do with the way the segments are broken down. Engineer Bortner reviewed the report and said the information is useful for planning purposes.

IMPROVEMENT BONDS: Engineer Bortner reported on two improvement bonds. Final inspections have been completed on 20 and 22 Earl Street and he recommended the Hemler bond be reduced to \$0. The bond amount for 221 Woodside Ave can be set at \$28,325.55. The Committee recommended setting both bond amounts.

TRENCHLESS PIPE RESTORATION: Engineer Bortner reported on trenchless pipe restoration. Any metal pipe that has water flowing through it is rusted and repairs need to be performed. Melbourne Manor, Colonial Acres, Timberland 2, Northview Acres, and Grandview Heights are all in need of storm sewer repairs. Engineer Bortner, Manager Rodgers, and WWTP Superintendent Mahone met with a pipe vendor. They looked at a smooth pipe that's smaller in diameter and could be threaded through the existing metal pipe. It's a plastic HDPE pipe and because of the smoothness it carries more water. Engineer Bortner said it's easiest to insert the pipe from private property because they'd rather not excavate the right-of-way because of all the utilities. Manager Rodgers spoke with Solicitor Hovis about Melbourne Manor and he said there is a ten foot right-of-way around each property and we can do work in that area. The Committee instructed Engineer Bortner to order the necessary pipe as soon as the legal questions have been answered.

JOINT ZONING ORDINANCE: Engineer Bortner reported on the joint zoning ordinance. Engineer Bortner, Manager Rodgers, Zoning Officer Smith, and Commissioner Klunk met with EDP on August 30 to review the ordinance. They will begin having weekly conference calls this week.

REQUEST FROM GHI FOR 221 WOODSIDE AVENUE: The Committee received a letter dated August 1, 2018 from GHI Engineers and Surveyors requesting a waiver of preliminary plan for the 221 Woodside Avenue land development plan. He said the reason for a preliminary plan is to give the developer a chance to work without getting an improvement bond. The Planning Commission will make a recommendation at their meeting on September 6, 2018.

OTHER MATTERS: Engineer Bortner said there was some question about the Township process for accepting dedication of roads and sanitary sewer. He explained the Municipal Planning Code (MPC) sets the guidelines for dedication. We wouldn't be able to change the process but we could change the specifications. Several years ago we changed to requiring six inches of pavement and also required SDR-26 sanitary sewer main rather than SDR-35. He suggested we could revisit our construction specifications if there are concerns about quality.

The meeting was adjourned at 8:35 p.m.

Respectfully submitted,

Angela M. Hallett
Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
OCTOBER 2, 2018

The Penn Township Public Works Committee convened on Tuesday, October 2, 2018 at 8:37 p.m. following the Public Safety Committee meeting. Present were Chairman Klunk and Commissioners Brown, Heiland, Felix and Van de Castle. Also present were Township Manager Rodgers, Acting Police Chief Hettinger, Fire Chief Clouser, Engineer Bortner, and Zoning Officer Smith. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the September 4, 2018 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

MS4 UPDATE: Manager Rodgers noted that she received a visit from County Commissioner Reilly about the proposed York County stormwater authority. The Township Commissioners will send a letter stating their concerns about the authority and the fee. The Committee recommended moving forward with establishing our own authority so that we can collect a fee. Walt Marriot, 22 Amanda Drive, was present with concerns about the stormwater on his property. The Northview Acres plan shows that the property owners are responsible for the maintenance of the facilities located on their property. He did note that there was now a hole in the right of way between the curb and the sidewalk.

2019 BUDGET: Engineer Bortner reviewed his proposed budgets for 2019. The Engineering budget is slightly less because he moved the Engineering Services for MS4 to Storm Sewer 436. Everything else remained about the same except for insurance which the Manager is assuming a ten percent increase. The public works general budget shows no increase of wages for 2019. The wages for the custodian have been removed. Health insurance is projected at ten percent increase and pension is shown at ten percent of wages. This budget does include capital outlay for building maintenance, a ditch cleaning bucket, a second grapple which may be purchased with a grant, a second leaf truck which may be purchased with a grant, a utility truck and a zero turn mower. Engineer Bortner proposed a new utility truck that should not exceed \$55,000. The storm sewer budget, account 436, has increased because the engineering fees are being shown in this category, the projects in this account include the Flickinger road culvert, the trenchless pipe rehabilitation, the bmp maintenance, and the disposal of street sweepings. The current program of street sweeping does not meet the recommendations of the MS4 permit but the Township is doing what they can. Engineer Bortner referenced the July 25 rain event and the need to look at the Township's BMP's and make needed repairs. Account 437 repairs to tools and machinery remains about where it was in 2018. Account 438 reconstruction and overlay is slightly higher due to the moving of the street light installation from highway aid to this account and the ADA projects. Engineer Bortner suggested that the Nature Trail project be moved from the Recreation account to the Stormwater account since the work that is going to be completed is for stormwater.

TRENCHLESS PIPE RESTORATION: Engineer Bortner reviewed the proposed trenchless pipe restoration projects. He will be doing Melbourne Manor first. Columbia gas is going to review additional lines for cross bores in the Township. Engineer Bortner believes that we will see additional storm sewer problems from their videos.

CMP SIGNAL TIMING: Engineer Bortner reported that the signal timing reports had been received for the intersections in Penn Township that were being studied by York Area Metropolitan Planning Organization. Engineer Bortner will also contact Pennoni about additional engineering on some of the intersections especially Grandview and Blooming Grove Road.

ARLENE COURT: We received a complaint from Arlene Court about water remaining in the circle and there being no stormwater catch basin. Engineer Bortner has proposed installing an inlet for the court to help alleviate water.

YOUNGS WOODS PAVILION PAINTING: Engineer Bortner reported that due to the wet weather the pavilion painting at Young's Woods has not been completed. As soon as there is dry weather predicted for several days in a row, the pavilions will be painted. He anticipates that pavilion painting will be completed this year.

LCBC WAIVER: The Committee received a request dated August 29, 2018 from RGS Associates on behalf of LCBC for waivers of the final plan scale, the existing road frontage and sidewalk requirements, the curbs, buffer yard along an arterial street, volume controls, and facility dewatering. The Penn Township Planning Commission will review and make a recommendation at their meeting on October 4, 2018.

ELSNER'S ENGINEERING: The Committee received a request dated September 17, 2018 from GHI on behalf of Elsner's Engineering for a waiver of Section 404 Environmental Impact Studies and Section 605 Landscaping and Bufferyards for their land development plan. The Penn Township Planning Commission will review at their next meeting on October 4, 2018.

EXTENSION REQUESTS: The Committee received extension requests for P04-25 South Heights Subdivision and SL18-11 – 670 Gitts Run Road. The Committee recommended approving the requests.

OTHER MATTERS: None.

The meeting was adjourned at 9:44 p.m.

Respectfully submitted,

Kristina J. Rodgers
Township Manager

MINUTES
PUBLIC WORKS COMMITTEE
NOVEMBER 5, 2018

The Penn Township Public Works Committee convened on Monday, November 5, 2018 at 8:00 p.m. following the Public Safety Committee meeting. Present were Chairman Klunk and Commissioners Brown, Felix, and Van de Castle. Also present were Township Manager Rodgers, Acting Police Chief Hettinger, Fire Chief Clousher, Engineer Bortner, Zoning Officer Smith, and Administrative Assistant McMaster. Commissioner Heiland was absent with notice. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the October 1, 2018 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Gordon Pilgrim, 180 Northview Drive, is still concerned about the street lights and why they are turned off. He wanted to know how many other street lights were turned off. Commissioner Klunk stated that there is quite a few. Mr. Pilgrim said he noticed new ones as well. He also wants to know if there are any residential lights that are not on intersections. Mr. Pilgrim also has a request into Met-Ed to get the light fixed. His last comment is that his neighbor is appreciative of Penn Township changing the light on 179 Northview. He overall is still not happy and would like the light situation to get resolved because it gets really dark at nighttime.

MS4 UPDATE: Engineer Bortner reported that their hope is to get a MS4 PRP Plan submitted to DEP for the permit by the end of the year.

WILLOW COURT DEDICATION: Engineer Bortner reported that Wellspan is trying to dedicate the land adjacent to Willow Court. Manager Rodgers will contact Attorney Hovis for the dedication.

NATURE TRAIL PROPOSALS: Engineer Bortner reported on this project. This project has been talked about for years. Last month he tried to have someone go look at it. When he looked at it he said it seemed high, but it all adds up at the end. He is comfortable if we went ahead and do something with this plan. The Committee considered abandoning the property and will talk to the solicitor. Engineer Bortner is sure that some property owners would be glad to take it.

STREAM IMPROVEMENTS: Engineer Bortner reported on this project. There were stream improvements in 1979 where the township got a community block grant to put baskets in for the stream. The gabion baskets decided now to collapse. Engineer Bortner wants to see how much money it would take to repair and then worry about getting the money for it. The Committee wants to move forward with the plan.

PARK HEIGHTS BLVD BRIDGE INSPECTION: Engineer Bortner reported on this project for the Park Heights Bridge. In 1974, Conewago Construction widen the bridge. The bridge

was struck recently, but he does not believe that is when the damage occurred. The damage is a result of continuous strikes over the last 40 years. He wants to take a look at the bridge because it looks scary to him. The Committee wants to move forward with the plan.

PENNDOT CONNECTS: Engineer Eric Bortner would like to take the next step with the Grandview and Blooming Grove Road signal. Engineer Bortner also discussed about Baltimore Street turning lanes. Overall PennDOT will be making that decision in what needs to be done or what doesn't need to be done. Blooming Grove and Grandview Road signal update, Engineer Bortner is checking with PennDOT Connects.

IMPROVEMENT BONDS: Engineer Bortner requested bond reductions for: a) Above and Beyond Christian Day Care, b) Stonewicke-Phase 1, c) Brookside Heights-Phase 3, d) Beechwood Way. The Committee approved the bond reduction.

MAINTENANCE BOND: The maintenance bond for the Wellspan Sanitary Sewer Dedication is \$9,793.20. The Committee recommended the bond to be approved.

TRENCHLESS PIPE REHABILITATION: Engineer Bortner reported on Koala Drive. The stormwater repair pipeline has two sections that will be replaced rather than the actual pipe itself.

SNOW AND ICE CONTROL PLAN: The snow and ice control plan was talked about in August-September timeframe. All the guys involved in plowing did an I tech training class, and Engineer Bortner and Manager Rodgers attended a conference together as well. Engineer Bortner is comfortable with the plan. The only thing else he mentioned about the plan was that two guys on his team are scheduled for surgery in December.

EXTENSION REQUESTS: Mustang Pointe & Highpointe are the extension requests for this meeting. DEP is looking for comments in regards to brainstorming ideas to connect the neighborhood. The policy was to connect developments together to keep people off main streets and the highway. Manager Rodgers will look at other minutes to see if she can figure something out.

OTHER MATTERS: None

The meeting was adjourned at 8:42 p.m.

Respectfully submitted,

Courtney McMaster
Recording Secretary

MINUTES
PUBLIC WORKS COMMITTEE
DECEMBER 3, 2018

The Penn Township Public Works Committee convened on Monday, December 3, 2018 at 7:34 p.m. following the Public Safety Committee meeting. Present were Chairman Klunk and Commissioners Brown, Heiland, and Van de Castle. Also present were Township Manager Rodgers, Acting Police Chief Hettinger, Fire Chief Clousher, Engineer Bortner, Zoning Officer Smith, and Township Secretary McMaster. Commissioner Felix was absent with notice. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the November 5, 2018 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Walt Marriott, 22 Amanda Ave, spoke in regards to three different topics. The first topic he spoke about was in regards to the storm sewer being a part of homeowner's insurance. He asked where he can find this statement. Manager Rodgers suggested that it would be on the plot plan. This statement will claim that the storm sewer is a part of his property. Mr. Marriott would like for this to get investigated and will follow-up. The second topic he spoke about was an eight inch divot on his sidewalk. He stated that this is caused by the storm sewer underneath. He understands that the sidewalk is his responsibility, but does not agree to the Township's storm sewer destroying his sidewalk. The third topic he spoke about was the trenchless pipe system. Commissioner Klunk stated that they will be getting more into that when they get the time and money. Engineer Bortner stated that they are finishing up on Koala Drive. At the end of his discussion, Mr. Marriott said he may take things into his own hands and start fixing the sidewalk himself. Commissioner Klunk suggested that he should get with Engineer Bortner before doing anything. Mr. Marriott is going to coordinate with Engineer Bortner and try to get some issues resolved.

MS4-UPDATE: Engineer Bortner reported on the MS4 update. He stated that the York County Stormwater Consortium had their regional meeting last week, and that they are still trying to address the pollution reduction plan with comments from DEP.

IMPROVEMENT BONDS: Engineer Bortner requested bond reductions for: a) Thomas & Rhonda Allison, b) Wellspan. Manager Rodgers discussed matters in regards to Wellspan. Manager Rodgers stated that she has not received anything back from Attorney Hovis in regards to the land that Engineer Bortner wanted dedicated by Willow Court. She said she does have an ordinance ready to go for the sewer line that they had to move. Manager Rodgers has received information from Attorney Mullen but has not seen anything from Attorney Hovis. She forwarded the information to them so there were no complications.

670 GITTS RUN ROAD: GHI Engineers and Surveyors on behalf of 670 Gitts Run Road requested for a waiver of Section 404 Environmental Impact Studies of the Subdivision and Land Development Ordinance and Section 303 Volume Controls of the Stormwater Management Ordinance. Engineer Bortner reported this waiver for 670 Gitts Run Road. Engineer Bortner said there is a lot going on with this property. He states that it may be a benefit if he writes a letter to York County Conservation first saying that we are satisfied. York County Conservation has authority over DEP.

SOUTH WESTERN SCHOOL DISTRICT: K & W Designing Environments on behalf of South Western School District requested for Sections 402 Preliminary Plan Requirements, 403 Feasibility Report on Water and Sewer Facilities, Section 404 Environmental Impact Studies of the Subdivision and Land Development Ordinance and Section 303 Volume Controls of the Stormwater Management Ordinance. Engineer Bortner reported on this project. The Commissioners have no concerns with this and would like to move forward with it.

EXTENSION REQUESTS: LCBC Hanover-SL18-13 was the extension request for this meeting. There were no questions or concerns for this request.

OTHER MATTERS: None

The meeting was adjourned at 8:42 p.m.

Respectfully submitted,

Courtney L. McMaster
Recording Secretary