

MINUTES
PUBLIC WORKS COMMITTEE
JUNE 3, 2024

The Penn Township Public Works Committee convened on Monday, June 3, 2024, meeting at 7:34 p.m., following the Public Safety Committee Meeting. Present were Chairman Baile, Commissioners Berlingo, Brown, Elksnis and Heiland. Also present were Manager Ledley, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, Zoning Officer Smith, and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: Commissioner Heiland announced that there will be an executive session following tonight's meeting to discuss personnel and legal matters.

APPROVAL OF THE MINUTES: The minutes of the May 6, 2024, Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

BONDS: Township Engineer Bortner suggested reducing the bond amount for Markets of Hanover from \$728,805 to \$65,450 and setting the bond amount for Snyder's-Lance at \$5,060. The Committee recommended approving the amounts.

36 NORTHVIEW DRIVE: Ms. Shadle, 36 Northview Drive attended to address ongoing concerns about her driveway and stormwater issues. Township Engineer Bortner stated he requested Snyder's Lance to verify if there are any easements or rights-of-way in the area, but no such records were found. He reported that the Township has a right-of-way for Northview Drive, but further development in that area occurred, therefore there was no dedication of land for the potential road where Ms. Shadle's driveway comes off. Therefore, the Township cannot spend money on property not owned by them. It was confirmed that Snyder's Lance owns the land, and they are responsible for maintaining the pipe and access drive. Mrs. Shadle shared a video demonstrating severe stormwater flooding her driveway and garage, causing sinkholes. She stated the water flows from Albright, down Grandview into Northview, affecting her property. Ms. Shadle stated that there are no storm drains between Albright and Northview on Grandview. She stated that she is having issues with sink holes on the edge of her property. Chairman Baile suggested to contact Snyder's Lance to check if the pipes on the property are not obstructed. Ms. Shadle mentioned that she spoke with Snyder's Lance, who acknowledged the issues and planned to run a camera through the pipes to investigate. The Committee suggested that Ms. Shadle consider making temporary modifications to her property, like berms, to mitigate immediate water damage and encouraged Ms. Shadle to document her property lines formally.

Mr. Larry Wildasin, Glenville, asked if the Township could notify Snyder's Lance that the situation has been investigated and the property is owned by Snyder's Lance. Engineer Bortner stated the representatives from Snyder's Lance will be in attendance Thursday evening for the Planning Commission meeting. Commissioner Heiland suggested sending a letter.

SUBDIVISION AND LAND DEVELOPMENT PLANS: Township Engineer Bortner provided the Committee with a review of the current Subdivision and Land Development Plans. Current Plans are:

- SL17-10 – Mustang Pointe
- SL21-05 – Elsner Engineering Works
- SL22-01 – Water Street Four, LLC
- SL22-10 - 934 Baltimore Street – Cody Bentzel
- SL22-11 – Liberty Restoration & Construction, LLC
- SL24-02 – 37 Industrial Drive – Yazoo Mills
- SL24-03 – Holland Construction – 100 Blettner Avenue
- SL24-04 – South Heights Manor, LP – 116 Onyx Drive
- SL24-05 – LCBC Hanover – 1504 Broadway
- SL24-06 – Snyder’s-Lance – 1401 York Street & York Street (Un-addressed)

SHERIDAN PRESS WAIVER REQUEST: The Committee received a request dated April 15, 2024, from DC Gowen Associates on behalf of Sheridan Press for waivers to their land development plan. Township Engineer Bortner’s stated Sheridan Press’s requests are for plan scale, impact and top width, and side slopes.

SNYDER’S-LANCE WAIVER REQUEST: The Committee received a request dated May 21, 2024, from Hanover Land Services Incorporated on behalf of Snyder's Lance for waivers to their land development plan. Township Engineer Bortner reported they have requested waivers to not install curbs and sidewalks, in particular Grandview Road and York Street.

LCBC WAIVER REQUEST: The Committee received a request dated May 22, 2024, from RGS Associates on behalf of LCBC Church, Hanover, for waivers to their land development plan. Mr. Craig Smith with RGS Associates and Jim Stuckey with LCBC were in attendance to represent the amended requests. Mr. Smith provided a brief overview of the plan. The church plans to expand their sanctuary in the dark blue areas. It's going to go from about 200 seats to 400 seats. The parking lot is also going to be expanded to the north and to the west, and it's going to go from 150 parking spaces to about 250 parking spaces. He reported they have amended their original request for waiver of the screening requirements. Understanding the feedback from the Planning Commission, they moved that facility to the corner and underneath the parking lot. There is stormwater that's proposed already underneath the parking lot, so they moved that facility beside the other one, and they’re now providing the planting screen that's required, a 30-foot-wide buffer along Broadway. They are not going to provide screening in front of the building, due to sight lines for safety and to provide a clear sight triangle. There are also utilities that exist that go out to Broadway, and the church really needs visibility from a safety perspective entering the site and visibility of the signage and building. Additionally, he reported the second waiver request sought relief from fencing requirements around basins. Originally, there was a small basin in the northeast corner, but it has been replaced with an underground stormwater facility. There is now a small facility in the southwest corner where fencing is proposed. The proposal includes a four-foot aluminum fence instead of a chain-link fence. He stated the fencing cannot cross the berm, spillway, or fill slope of the basin due to

ordinance requirements, making it impossible to enclose the entire basin. Engineer Bortner reviewed the updates and noted that Arise Church is on the lower side of the facility, where fencing is not proposed, raising a concern about safety. The proposed solution is to place the fence on the fill slope enclosing the entire stormwater facility.

GAS PUMPS: Commissioner Heiland clarified that while there was no intention to replace the entire gas pump system, updates were necessary. Zoning Officer Smith reported he met with PWI, the company that initially installed the gas monitoring system. It was determined that the interior equipment does not need replacement, contrary to another company's proposal which required a complete overhaul. PWI's quote will focus solely on the card reader system, not necessitating new cards, and a separate quote for the gas pumps will follow. Officer Smith expects to receive these quotes by the end of the week, at which point decisions can be made regarding the extent of the updates and the choice of vendor. The interior components are still in good condition, although the pumps themselves, while described as "bulletproof," are outdated and not aesthetically pleasing. The critical update needed is the card reader system, which is obsolete and would be irreplaceable if it fails.

MS4 UPDATE: Township Engineer Bortner reported the MS4 task force met on May 30th, and continued to review the MCMs and make any updates that are required.

EXTENSION REQUESTS: Zoning Officer Smith submitted extension requests for SL-2210-934 Baltimore Street and SL-2211 Liberty Restoration and Construction. The Committee recommended approving the requests.

RECREATION: Commissioner Heiland reported there is one playground left to install, but still waiting for time to complete the project.

Commissioner Baile asked about the recent property damage at Kid's Kingdom. Police Chief Hettinger confirmed vandalism with no suspects identified. Commissioner Heiland suggested installing cameras with SD cards that could store footage for two to three days, providing a resource for any future requests or needs. Chief Hettinger committed to investigating these options and presenting findings at the next public safety meeting.

OTHER MATTERS: Township Engineer Bortner reported that under Subdivisions and Land Development plans, SL22-01, Water Street 4, Inc., resubmitted their plan.

Commissioner Brown asked if there was a resolution to the leaning dead tree on Grandview. Zoning Officer Smith reported that the citation has been filed.

CITIZEN'S COMMENTS REGARDING THE DISCUSSION ITEMS: Ms. Shadle, 36 Northview Drive, inquired about staying informed regarding the surface water runoff issues. The Committee suggested attending future meetings and discussing the matter with Engineer Bortner. She requested a copy of the minutes for an upcoming Thursday meeting, and it was explained that minutes are posted online after approval. They were encouraged to attend the Planning Commission Meeting at 7 PM on Thursday.

The meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary