

MINUTES  
PUBLIC WORKS COMMITTEE  
JANUARY 7, 2019

The Penn Township Public Works Committee convened on Monday, January 7, 2019 at 7:33 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, WWTP Superintendent Mahone 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 December 3, 2018 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Ray Kinsley, 171 Northview Drive, expressed concern about the street lighting on Northview.

MS4-UPDATE: Engineer Bortner gave an MS4 update. The Committee recommended approving an agreement with Hanover Land Services to assist with MS4 permitting.

IMPROVEMENT BONDS: The Committee reviewed bond reductions for 1040 Baltimore Street, Mark's Auto Body and Burkentine Plaza.

PARK HEIGHTS BRIDGE: Engineer Bortner reviewed the inspection on the Park Heights Avenue Bridge. We are currently recommending that large trucks do not use the bridge and we are awaiting the final report of the bridge. The bridge was built in 1974.

HIGH POINT NORTH STREET LIGHT REMOVAL: Engineer Bortner provided a map of the lights he will be removing from High Point north. There are four proposed lights being removed.

670 GITTS RUN ROAD: GHI Engineers and Surveyors on behalf of 670 Gitts Run Road requested 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. The Committee asked for additional information regarding the stormwater waiver before making a recommendation.

SOUTH WESTERN SCHOOL DISTRICT: K & W Designing Environments on behalf of South Western School District requested waivers 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: Zoning Officer Smith reviewed the extension requests. The Committee had no problems with the requests.

OTHER MATTERS: None

The meeting was adjourned at 7:57 p.m.

Respectfully submitted,

Kristina J. Rodgers  
Township Manager

MINUTES  
PUBLIC WORKS COMMITTEE  
FEBRUARY 4, 2019

The Penn Township Public Works Committee convened on Monday, February 4, 2019 at 7:33 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, and Zoning Officer Smith. Commissioner Felix was absent with notice. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the January 7, 2019 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

YORK COUNTY RAIL TRAIL AUTHORITY: The York County Rail Trail Authority Chairman Frank Kempf, and Executive Director Gwen Loose were present to make a presentation. They discussed the plans of the Rail Trail Authority to connect the route between Hanover and West Manchester Township. They are trying to acquire the G & W Rail Corridor to extend the completed section of trail in Hanover to the completed section of trail in Jackson Township and continue the trail to West Manchester Township. They will provide the Committee additional information as it is available.

MS4-UPDATE: Manager Rodgers noted that Caylyn Hall the MS4 coordinator started on February 1 and will work Tuesday' and Friday's until graduation. The agreement with Hanover Land Services for 2019 has been executed.

IMPROVEMENT BONDS: Engineer Bortner reviewed three bonds. He recommended the reduction of 1040 Baltimore Street from \$228,966.10 to \$6,710. He recommended that the Meadow Springs bond be reduced from \$36,575 to \$20,993. He recommended that the Beechwood Way bond be reduced from \$223,179 to \$75,284. The Committee recommended approving the requests at their next Board of Commissioners meeting.

PARK HEIGHTS BRIDGE: Engineer Bortner stated the signs have been posted for the Park Heights Avenue bridge. According to the report only the oldest section of the bridge is bad. The part of the bridge that was constructed in 1974 is still in decent condition. He is suggesting that the Township not only fix the bridge but also try to straighten the alignment of the road at the same time. He will get estimates on the project.

FLICKINGER ROAD BID OPENING: The bids for Flickinger Road will be opened on February 15, 2019 at 2:00 p.m. It is estimated that the project will begin in April and be completed by the end of August.

CMP TRAFFIC TIMING PROJECT: The traffic timing reports have been received by the Township for several lights. Engineer Bortner reviewed them and we will need to contact Penn Dot to let them know that we are okay with the studies. There are some recommendations within the studies that we can implement.

670 GITTS RUN ROAD: The Committee received a request dated November 9, 2018 from GHI Engineers and Surveyors on behalf of 670 Gitts Run Road for a waiver of Section 303 Volume Controls of the Stormwater Management Ordinance. The Committee asked for additional information and reviewed it since the last meeting. Engineer Bortner stated that the plan is one of the options allowed by the Ordinance. The Committee recommended approving the request.

LENAPE VALLEY ENGINEERING: The Committee received a request dated January 29, 2019 from Lenape Valley Engineering for a waiver of Sections 402.n, 402.s, 403 and 404 of the Penn Township Subdivision Ordinance for 255 Blettner Avenue. Engineer Bortner stated he had a problem with the waiver for the contours for the plan. He would need this to make sure where the water was going. The Committee recommended denying the waiver request for 402.n but recommended approving the other requests to the Penn Township Board of Commissioners.

EXCHANGE CLUB OF HANOVER: The Committee received a request dated January 22, 2019 from the Exchange Club of Hanover for a waiver of the Penn Township Sign Ordinance to advertise the annual Home and Garden Builder's Show. This is the first request for this waiver. The Committee recommended approving the request.

YORK COUNTY HAZARD MITIGATION PLAN UPDATE: A copy of the York County Hazard Mitigation Plan was forwarded for review. The York County Commissioners are looking to adopt the plan at their February 6, 2019 meeting. Following the meeting they are requesting each municipality to adopt the plan. Manager Rodgers noted that if the plan is adopted by York County prior to the Board of Commissioners next meeting she will place the resolution on the agenda for consideration.

EXTENSION REQUESTS: Zoning Officer Smith reviewed the extension requests. The Committee recommended approving the extension requests for Mustang Pointe, Woodhaven, and American Home Contractors.

OTHER MATTERS: None

The meeting was adjourned at 8:16 p.m.

Respectfully submitted,

Kristina J. Rodgers  
Township Manager

MINUTES  
PUBLIC WORKS COMMITTEE  
MARCH 4, 2019

The Penn Township Public Works Committee convened on Monday, February 4, 2019 at 7:25 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 Clouser, Engineer Bortner, Administrative Assistant Sweeney and Zoning Officer Smith. Commissioner Felix was absent with notice. The following items were discussed:

ANNOUNCEMENTS: Commissioner Brown announced an Executive Session following the Public Works Meeting to discuss personnel matters.

APPROVAL OF THE MINUTES: The minutes of the February 4, 2019 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Anthony Clouser wanted to thank the Highway Department on a job well done for the snow removal through his development.

MS4-UPDATE: Manager Rodgers noted that Caylyn Hall is hard working, and will be on board full time after graduation.

IMPROVEMENT BONDS: Engineer Bortner requested that the bond for 670 Gitts Run Road be set at \$244,271.17. Engineer Bortner has not heard anything on the traffic study requested by Heidelberg Township. The Committee recommended approving the bond amount.

PARK HEIGHTS BRIDGE: Engineer Bortner stated the middle section of the Park Heights bridge will need to be replaced. Engineer Bortner received estimates for concept plans from CS Davidson for \$13,000, and Group Hanover for \$9,000 to realign the road while they are repairing the bridge. The Committee recommended moving forward with Group Hanover.

FLICKINGER ROAD INSPECTION PROPOSALS: Monarch has been awarded the Flickinger Road project. C.S. Davidson will be submitting a proposal for the inspection of the project.

INTERSECTION STREET LIGHTS: Engineer Bortner reported that street lights that are not being used have been removed from Baresville and Penn Lee Terrace. Engineer Bortner noted that the Installation of new lights has occurred at Timberland II and the Homeowner's Association at Hickory Hills has requested street lights to be installed in their development. We have received proposals for Met Ed for the installation of lights at Stonewicke and Mustang Heights. The Township will pay for the installation but the developer will reimburse the Township.

REZONING HEARING: Manger Rodgers requested a rezoning hearing to be held at the Board of Commissioner's meeting in April. The Committee recommended that the hearing be held on April 15, 2019.

EXTENSION REQUEST: Extension requests were submitted for Emory H. Markle Intermediate School and the LCBC of Hanover land development plans. The Committee recommended approving the requests.

OTHER MATTERS: Engineer Bortner reported he received his new vehicle which has the explorer police package and would like to let the Assistant Engineer use his old vehicle since he is currently driving a 2004 Dodge Dakota truck that needs work. The Committee recommending getting rid of the Dodge Dakota.

Engineer Bortner reported that he received a quote for the small span bridge inspections within Penn Township. He explained what bridges the County inspects and what bridges we are responsible for. C. S. Davidson quoted \$9,750.00. The Committee recommended approving the inspection quote.

The meeting was adjourned at 7:46 p.m.

Respectfully submitted,

Donna M. Sweeney  
Township Secretary

MINUTES  
PUBLIC WORKS COMMITTEE  
April 1, 2019

The Penn Township Public Works Committee convened on Monday, April 1, 2019 at 7:27 p.m. following a brief reception after the Public Safety Committee meeting and installment of Police Chief Hettinger. Present were Chairman Klunk and Commissioners Brown, Heiland, and Van de Castle. Also present were Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clousher, Engineer Bortner, Township Secretary Sweeney and Zoning Officer Smith. Commissioner Felix was absent with notice. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the March 4, 2019 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Carolyn Boyle, 605 Hammond Ave., stated that she and Chris Johnson, 41 Meade Ave., have a neighbor that installed a concrete driveway and porch without a permit, and now has water running over onto the property of Ms. Johnson, and Ms. Johnson's shed is rotting as a result. Ms. Boyle and Ms. Johnson were referred to consult with Zoning Officer Smith.

ENGINEER'S REPORT: None.

MS4-UPDATE: Caylyn Hall reported a committee meeting was held April 1, 2019, at 1 p.m. and plans are moving ahead. Manager Rodgers noted that Caylyn is on board now three days a week until she graduates.

IMPROVEMENT BONDS: Engineer Bortner reported on two improvement bonds. ESAB is in the Final Plan approval, to construct a Solid Wire Waste Treatment Building, and the bond is to be set at \$7205.48. LCBC Hanover land development plan bond is to be set at \$73,829.80. Committee recommended approving the bond amounts.

SCHINDLER ELEVATOR CORPORATION: The committee received a request dated March 8, 2019, from Group Hanover, Inc., for a waiver of Section 605 Landscaping and Bufferyards and section 404 Environmental Impact Studies. The Committee stated that they will have to fence the wetlands and recommended approving the request to the Penn Township Board of Commissioners.

EXTENSION REQUEST: Extension requests were submitted for 670 Gitts Run Rd., South Heights and Stonewicke V land development plans. The Committee recommended approving the requests.

OTHER MATTERS: Commissioner Brown inquired the status of Mr. Baker's request to correct Friar Run Street name issue. Zoning Officer Smith stated that a letter is being sent to the Postmaster General to correct the street name in their system.

Commissioner Klunk inquired about the state of the painting of the pavilions and roofs at Young's Woods. Had several options of yellow for the pavilion. The Lions Club may be interested in doing the pavilion paint. Engineer Bortner will be in contact when weather clears to start painting.

The meeting was adjourned at 7:54 p.m.

Respectfully submitted,

Donna M. Sweeney  
Township Secretary



MINUTES  
PUBLIC WORKS COMMITTEE  
MAY 6, 2019

The Penn Township Public Works Committee convened on Monday, May 6, 2019 at 7:28 p.m. following the Public Safety Committee Meeting. Present were Chairman Klunk and Commissioners Brown, and Van de Castle. Also present were Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Engineer Bortner, Zoning Officer Smith and Township Secretary Sweeney. Commissioners Heiland and Felix were absent with notice. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the April 1, 2019 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

ENGINEER'S REPORT: None.

MS4-UPDATE: Engineer Bortner reported that a MS4 committee meeting will be held May 7, 2019, at 1 p.m. and plans are moving ahead. Manager Rodgers noted that Caylyn is on board now three days a week until she graduates.

LAND DEVELOPMENT PLANS: Engineer Bortner reported the LCBC land development plan received the PennDot permit today, and should be coming to a conclusion. Schindler Elevator submitted a waiver request. High Pointe South, and Mustang Pointe are awaiting permits.

SCHINDLER ELEVATOR CORPORATION: The committee received a request dated April 19, 2019, from Group Hanover, Inc., for a waiver of Section 306.4 Additional Stormwater Management Design Standards and Section 303 Volume Controls of the Stormwater Management Ordinance, for the Schindler Elevator Corporation land development plan. Zoning Officer Smith reported that the Planning Committee had an unfavorable recommendation on Section 306.4, and had favorable recommendation for Section 303. The committee recommend approving waiver to Section 303.

PARK HEIGHTS BLVD: Portions of Park Heights Blvd do not have sidewalks, which is a safety issue. A portion that will be addressed when the bridge improvements are completed. There is a portion that should be address as soon as possible due to safety of children walking to the school bus stop.

EXTENSION REQUEST: Zoning Officer Smith submitted extension requests for High Pointe South, American Home Contractors, Mustang Heights and LCBC. The Committee recommend approving the requests.

OTHER MATTERS: Commissioner Brown stated that due to the growth within the township, is the township planning for the future to address road congestion. Township has not done anything to fund these plans. Suggested Board to begin to think on ways to raise funds to upgrade infrastructure. Engineer Bortner inquired about the status of the traffic signal retiming. Manager Rodgers submitted the paperwork to the state. Engineer Bortner stated that York County conducted a congested traffic management project and should be ready to implement. The signal retiming should help with congestion, and would like to get the project implemented as soon as possible. Warwick Township, Lancaster County adopted an implementable comp plan to focus on one subject whereas Penn Township conducts comp plans to look at several topics. Engineer Bortner suggested doing an implementable comp plan focusing on traffic. Manager Rodgers asked if anything was stated in the regional economic plan adopted by the commissioners, she will pull them and forward to the commissioners for review.

The meeting was adjourned at 8:06 p.m.

Respectfully submitted,  
Donna M. Sweeney  
Township Secretary

MINUTES  
PUBLIC WORKS COMMITTEE  
June 3, 2019

The Penn Township Public Works Committee convened on Monday, June 3, 2019 at 7:36 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, Police Chief Hettinger, Fire Chief Clouser, Engineer Bortner, Zoning Officer Smith and Township Secretary Sweeney. Commissioner Felix was absent with notice. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the May 6, 2019 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Mr. Reg Baugher, 585 McAllister Street, representing Holly Givler, 411 Park Heights Blvd. Ms. Givler is concerned with trees that are blocking the view from her driveway which present a safety issue. Mr. Baugher will confer with Engineer Bortner. The plans for the Park Heights Boulevard Bridge may rectify this problem.

AUDIT PRESENTATION: Craig E. Witmer, CPA, CFGM and Amanda D. Ruhlman, CPA, representatives from Smith Elliott Kearns & Company, LLC were in attendance to present the findings of the December 31, 2018 Audit.

LAND DEVELOPMENT PLANS: Engineer Bortner reported the Markets of Hanover, and Mavis Tire, Baltimore Street, Land Development Plans should be coming to a conclusion.

IMPROVEMENT BONDS: Engineer Bortner reported that final inspections have been completed for the Tennis Court Enclosure, South Western Turf Fields, and for 221 Woodside Avenue, he requested that the respective bonds be set to \$0.00. The Committee recommended eliminating the bonds.

PARK HEIGHTS BOULEVARD ANALYSIS: Engineer Bortner reported GHI installed the weight restrictions for the Park Heights Boulevard Bridge near Daugherty Drive. GHI looked at ways to improve the curve to improve curve to reduce number of accidents. Engineer Bortner presented several of the concept plans. The Committee agreed that Concept Plan #3, which would improve the curve at Daugherty Drive, relocate the culvert, and limit the speed to 30 mph, would most effectively address the concerns. The Committee recommended to move forward with the plan.

Engineer Bortner proposed conducting a traffic study for a mid-block crosswalk on Park Heights Blvd for safety of children to get to the bus stop. L-tap may assist with the traffic study, and may want to install handicap accessibility. This would be a temporary fix until the Park Heights Blvd bridge improvements are completed and sidewalks can be installed.

Mr. Cashdollar lives in a cul-de-sac at Oak Hills Circle. He contacted Engineer Bortner about the deteriorating condition of Oak Hill Circle and Oak Hill Drive, and requested to have the road repaired. The Committee agreed to patch the road until after the sewer project when road is scheduled for repair.

MS4-UPDATE: Manager Rodgers reported that we are waiting for the MS4 permit. About 75% of Township employees have attended training on how to recognize and report illegal discharges.

BAER AVENUE OIL STREAM STABILIZATION: 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 now have large holes with water flowing through causing to rust and disintegrate. CS Davidson has presented several options. Engineer Bortner wants to see if Township can obtain a grant to repair approximately 215 ft. along the stream, and suggested replacing the gabion baskets with block. The Committee recommended proceeding with the project.

PUBLIC WORKS BUILDING: Engineer Bortner reported that the Public Works building is in need of exterior repair. Items to be addressed are; Mobilization, Joint Sealant Replacement, Rust Staining Remediation, Wall Cleaning/Waterproofing and Gutter Sealing. The work has been included in the budget and soon will be up for bid. The Committee recommended to move forward with this plan.

EXTENSION REQUEST: Zoning Officer Smith submitted extension requests for SL18-13 LCBC and SL19-04 Schindler Elevator. The Committee recommend approving the requests.

RECREATION: Manager Rodgers reported the Recreation Board met for the first time on May 30<sup>th</sup>, with three of the five members present. They want to reach out to the public via a Facebook page in the hopes of receiving comments and ideas on the creative playground plans. Members would like to form a creative playground board as well. The Recreation Board will be meeting on the fourth Monday of the Month starting July 22, 2019.

OTHER MATTERS: Commissioner Klunk reported that John Zinn of the Lion's Club was instrumental in helping with power washing, and painting at Young's Woods.

Engineer Bortner reported that there are several paving projects in the works and the goal is to have completed while school is out of session. Flickinger Road is scheduled for the week of August 12, and a substantial detour will be necessary. He has the plan set and would like the committee to review.

The meeting was adjourned at 9:11p.m.

Respectfully submitted,  
Donna M. Sweeney  
Township Secretary

MINUTES  
PUBLIC WORKS COMMITTEE  
JULY 1, 2019

The Penn Township Public Works Committee convened on Monday, July 1, 2019, following the Public Safety Committee Meeting at 7:59 p.m. Present were Chairman Brown and Commissioners Heiland, and Klunk. Commissioner Van de Castle was present via cell phone. Also present were Township Manager Rodgers, Police Lieutenant Merwede, Fire Chief Clousher, Township Engineer Bortner, Zoning Officer Smith and Township Secretary Sweeney. Commissioner Felix was absent with notice. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the June 3, 2019 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Holly Givler, 411 Park Heights Blvd, attended the meeting to follow up on the status of the tree located near the bottom of her driveway. She states that it blocks her view of oncoming traffic. Zoning Officer Smith visited the property and stated that the tree meets the state visibility standards. After some discussion the Committee recommended Zoning Officer Smith revisit the property when Ms. Givler is in attendance to address concerns.

MS4 UPDATE: Engineer Bortner reported that we are still waiting for the MS4 permit. Manager Rodger and Engineer Bortner are reviewing resumes for the vacant MS4 position.

LAND DEVELOPMENT PLANS: Engineer Bortner reported on the Mavis Tire North land development location. He stated that the building and sewer connection is located Conewago Township. There are currently two properties located on Frederick Street which the sewer is serviced by Conewago and connects with Penn Township and flows to the Hanover Treatment Center. The Health and Sanitation Committee will review.

IMPROVEMENT BONDS: Engineer Bortner reported Schindler Elevator gave bond estimates, Brookside Heights Phase 3 and High Pointe North requested bond reductions, and Hanover Wesleyan Church is finished with their improvements and requested the return on their bond. The committee recommended approving the requests.

PARK HEIGHTS BLVD: Engineer Bortner reported that the discussion was in regards to the tree in mentioned earlier in the meeting. Right of way was staked out and vegetation is in the way.

NATURE TRAIL: Engineer Bortner reported this past Saturday a tree uprooted and fell on a house. Concern was expressed about erosion and snake habitat along the trail. The tree incident has been reported to the insurance company.

YAMPO SLECTION: Engineer Bortner reported that two years ago YAMPO addressed the Hanover Urbanized Area by putting a position on the committee, a representative of Penn Township and the Hanover Borough. That representative for the Hanover Area left his position with the Hanover Borough leaving a vacancy. One of the current topics is the Eisenhower Drive extension, and cost estimates of the project. After some discussion the Committee recommends that Engineer Bortner should move forward with being the representative.

EXTENSION REQUESTS: Zoning Officer Smith submitted extension requests for P04-25-South Heights and SL18-20 Stonewick V. The committee recommended approving the requests.

WAIVER REQUEST: The committee received a request dated May 29, 2019 from Group Hanover, Inc. for a waiver of Section 605 (Landscaping and Bufferyards) for Markets at Hanover. They are requesting to reduce the amount to half of required trees so the building and signage is not hidden. The Committee recommended further discussion at the Planning Meeting on July 3, 2019.

RECREATION: Recreation Board will meet on July 22, 2019.

OTHER MATTERS:

Commissioner Klunk requested an update on Wellspan on Baltimore Street regarding the center Left turn notification. Information has not been received for Willow Court extension and the turning lane up to Squire. Manager Rodgers reported that the sewer for the project has been recorded, but waiting on the information on the street. She will be in contact with the solicitor.

Commissioner Klunk reported he is continuing to look into completing sidewalks and curbing.

Engineer Bortner reported on the signals on Grandview, Clover, and Blooming Grove. Commissioner Klunk stated he would like to see more turning lanes. Manager Rodgers reported that she forwarded the letter from Pennoni to J.A. Myers.

Commissioner Klunk, requested an update on the Bridge Inspections. Engineer Bortner reported that there are two that are in need of immediate attention, Stuart Avenue, and Boundary Avenue. Bridge inspections are continuing on through CS Davidson.

The meeting was adjourned at 9:10 p.m.

Respectfully submitted,

Donna M. Sweeney  
Township Secretary

MINUTES  
PUBLIC WORKS COMMITTEE  
August 5, 2019

The Penn Township Public Works Committee convened on Monday, August 5, 2019, following the Public Safety Committee Meeting at 7:26 p.m. Present were Chairman Brown and Commissioners Felix, Heiland, Klunk and Van de Castle. Also present were Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, Zoning Officer Smith and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: Commissioner Klunk read the announcement of executive session that was held following the July 15, 2019 Penn Township Board of Commissioners' meeting.

APPROVAL OF THE MINUTES: The minutes of the July 1, 2019 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

MS4 UPDATE: Engineer Bortner reported that the MS4 program will be represented at National Night Out on August 6, 2019. The township is currently looking to fill the MS4 Coordinator position, and we are approximately a year out on receiving the MS4 permit.

LAND DEVELOPMENT PLANS: Engineer Bortner reported that has a few new Land Development Plans, Markets of Hanover, final for High Point South, Phase 1, Carter Lumber Company, Rutter's #52 and Stonewicke, Phase II.

IMPROVEMENT BONDS: Engineer Bortner reported on several bonds. Brookside Heights-Phase I, Irrevocable Letter of Credit can be reduced from \$124,864.30 to \$31,165.75. Brookside Heights-Phase II, upon final inspection the Irrevocable Letter of Credit in the amount of \$86,311.53, is no longer needed thus reducing to \$0.00. Meadow Springs, a final inspection was completed and the performance bond in the amount of \$36,575.00, is no longer needed, thus reducing the amount to \$0.00. The Beechwood Way bond may be reduced from \$75,284.00 to \$10,477.50, and Mustang Heights upon final inspection the bond in the amount of \$137,697.23 is no longer needed, thus reducing the amount to \$0.00. The committee recommended approving the requests.

Engineer Bortner reported that the streets for Brookside Heights, Phase I & II, Meadow Springs, and Mustang Heights are ready for dedication to the Township. They have finished the paving and the deeds for the sanitary sewer runs have been submitted as well. The committee recommended advertising the ordinances.



EXTENSION REQUESTS: Zoning Officer Smith submitted extension requests for Markets of Hanover, Mavis Tire, North Hanover, and Mustang Pointe. The committee recommended approving the request.

WAIVER REQUEST: The committee received a request dated July 8, 2019 from Rutter's for a waiver of the Section 403 Feasibility Report on Sewer and Water and Section 404 Environmental Impact Studies of the subdivision and Land Development Ordinance and Section 728 of the Stormwater Management Ordinance. The committee has concerns if some of the requested waivers were necessary, and decided to hold decision until Engineer Bortner had a time to review.

The committee received a request dated July 5, 2019 from Group Hanover Inc. on behalf of Carter Lumber for a waiver of the Section 605 Landscaping and Bufferyards and Section 404 Environmental Impact Studies of the Subdivision and Land Development Ordinance. The committee recommended approving the requests.

The committee received a request from Mr. Ronald L. Carter, dated August 2, 2019 for a waiver from review for the 500/502 South Franklin Street subdivision plan. Mr. Carter handed out plans for a subdivision plan that involves a small corner piece of land in Penn Township with the majority of land located in Hanover Borough. Mr. Carter stated that no work will be completed on the portion located in Penn Township. The committee agreed that the request should be reviewed by the solicitor, and the planning commission.

RECREATION: Recreation Board will next meet on August 26, 2019.

OTHER MATTERS: Eisenhower Extension: Hanover Borough passed a resolution supporting Plan 5C for the Eisenhower Extension project. The committee recommended to pass a similar resolution.

CITIZEN'S COMMENTS: Resident Judy Sieg, 853 Hershey Heights Blvd, had a question regarding the Land Development Plans of the Markets of Hanover, as to if they were expanding. Commissioner Klunk offered for her to review the plans, and Commissioner Heiland clarified that it was an expansion of parking. Ms. Sieg stated that she is concerned about an increase of traffic on Hershey Heights. Commissioner Klunk suggested that she is welcome to attend the Commissioner's Meeting held on the third Monday of the month if she had further concerns.

The meeting was adjourned at 7:44 p.m.

Respectfully submitted,

Donna M. Sweeney  
Township Secretary

MINUTES  
PUBLIC WORKS COMMITTEE  
SEPTEMBER 3, 2019

The Penn Township Public Works Committee convened on Tuesday, September 3, 2019, following the Public Safety Committee Meeting at 7:18 p.m. Present were Co-Chairman Heiland and Commissioners Brown, Felix, and Van de Castle. Also present were Township Manager Rodgers, Police Chief Hettinger, Township Engineer Bortner, Zoning Officer Smith, WWTP Superintendent Mahone and Township Secretary Sweeney. Commissioner Klunk was absent with notice. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the August 5, 2019 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Anthony Gerecht, 1075 Beaver Creek Rd, requested help to slow down traffic at the intersection of Beaver Creek Road and Oak Hills Drive. Police Chief Hettinger stated that he could place an electronic speed sign in the area once the new signs are delivered. Commissioner Felix requested that Police Chief Hettinger look into Mr. Gerecht's request of a possible stop sign placement.

MS4 UPDATE: Manager Rodgers reported that the MS4 Coordinator started today. She will be present at the meetings starting in October.

LAND DEVELOPMENT PLANS: Engineer Bortner reported on land development plans for South Hills Golf Course, Gitts Run Road, LLC., Brookside Heights Phase IV and Stonewicke Phase II.

IMPROVEMENT BONDS: Engineer Bortner reported on several bonds. Legacy 92, LLC Performance Bond in the amount of \$255,892.00 may be reduced to \$14,388.00. Stonewicke-Phase I Performance Bond in the amount of \$1,867,512.21 may be reduced to \$1,153,584.81. Stonewicke-Phase II bond to be set at \$732,560.90. Allison's 966 ½ York Street, upon final inspection the Letter of Credit in the amount of \$10,147.50 is no longer needed, and High Pointe at ROJEN Farms South Section Phase S1 bond is to be set at \$2,743,635.40. The Committee recommended approving the bond amounts.

NORTH TRIBUTARY WATERSHED STUDY: Engineer Bortner reported that Hanover Borough is requesting Penn Township to participate in a joint study of the North Tributary Watershed conducted by Gannett Fleming. Manager Rodgers reported that there is money in the Stormwater account to pay for the study. The Committee recommended moving forward.

SMALL SPAN BRIDGE INSPECTION REPORT: Engineer Bortner stated several months ago he received notice that weight restrictions needed to be placed on the Park Heights Blvd and Karen Lane Bridges. The township was able to avoid the restrictions on the Karen Lane Bridge by completing the necessary repairs. Engineer Bortner summarized a report received from C.S.Davidson, Inc. on inspections that were conducted on nine additional small span bridges within the township. Along with the Park Heights Blvd Bridge, there were two others needing immediate repairs, Beck Mill Road and Industrial Drive Bridges. He stated he hopes the work for the Industrial Drive Bridge can be completed in-house, however the Beck Mill Road Bridge is about 75 years old and would be more economical to replace rather than repair. He suggested for engineering to secure permitting so the project can be put out for bid and completed next year. The Committee recommended moving forward with engineering and permitting.

PARK HEIGHTS BOULEVARD BRIDGE: Engineer Bortner reported that the Park Heights Boulevard project is in the preliminary planning stage and is estimating to be in the 1.5 million price range including the curve design, footers, curb and sidewalk. He would like to have the final design and go to bid by the end of the year with construction next year. The committee recommended moving forward with engineering and permitting.

HOUSE BILL 103: Manager Rodgers reported that PA House Bill 103 is an Act amending the Pennsylvania Municipalities Planning Code, for subdivision and land development which enables a property owner to create non-building lots for family members. This would create lots that may not meet Township Ordinances and may create sub-standard lots. York County Planning Commission has suggested adopting a resolution in opposition to this bill. The Committee recommended moving forward.

WAIVER REQUEST: The committee received a request dated August 27, 2019 from Wellspring for a waiver to the sign ordinance for their church on Hickory Lane. The church is located in the residential zone, therefore the Committee recommends denying the request.

RECREATION: Manager Rodgers reported that the Recreation Board met on August 26, 2019 and will next meet on Monday, September 23, 2019. They will be meeting at the Penn Township Community Park to look around the area and current play equipment and discuss options for the replacement for the creative playground. The committee will be discussing whether a community build or a contract build would best suit. Manager Rodgers has been in discussion with Engineer Bortner to have his crew disassemble and dispose the current structure prior to the installation of the new equipment. Commissioner Heiland asked when the current inspections will expire. Manager Rodgers reported the current inspection should take us through next season, which will work within the plans for construction next fall or the following spring.

OTHER MATTERS: Engineer Bortner reported on the delivery of the 2019 Ford 350 Utility Vehicle. Suggested putting the current 2006 F350 out to bid before winter due to

the truck having a snow plow. Truck would be placed on Municibid and township can place a minimum bid. The committee recommended to move forward with the sale.

CITIZEN'S COMMENTS: Jack Corriere, 114 Oak Hill Dr, questioned the Park Heights Blvd project, why are we paying 1.5 million for the Bridge, curbs, and sidewalks. He asked if someone requested sidewalks and curbs, and if there was a need. Engineer Bortner reported that with this project, the culvert, curb and sidewalks are to be bid. Commissioner Brown responded that there are some areas on Park Heights Blvd that there are no sidewalks, and the bus stop is at the corner of Beck Mill. The children currently have to cross in the middle of the street, and this presents a safety issue for the children. Commissioner Heiland asked if the sidewalks were being included in the cost estimate, Engineer Bortner responded that they were included, because in this case the ground needs to be equally moved. Commissioner Heiland stated it was his understanding that the sidewalks were the responsibility of the property owner. Mr. Corriere asked who is going to pay for the sidewalks, and requested to be informed of the answer at the October meeting. Commissioner Heiland stated that we may not have an answer by next month but he was welcome to attend the meeting when the project is bid out.

Joan Potter asked how much the Flickinger Bridge repair cost. Engineer Bortner reported it was about \$65,000. Ms. Potter asked for clarification that this came out of the General Fund because it did not meet Penn Dot requirements. If the project met Penn Dot specifications the Township could have used Highway Aid Funds. The Township could not get additional right of way from the property owner, so General Fund money was used. Manager Rodgers the culvert needed to be installed and the work was completed by township crews.

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

Respectfully submitted,

Donna M. Sweeney  
Township Secretary

MINUTES  
PUBLIC WORKS COMMITTEE  
OCTOBER 7, 2019

The Penn Township Public Works Committee convened on Monday, October 7, 2019, following the Public Safety Committee Meeting at 8:09 p.m. Present were Vice Chairman Heiland and Commissioners Brown, Felix, and Van de Castle. Also present were Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, Zoning Officer Smith, and Township Secretary Sweeney. Commissioner Klunk was absent with notice. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the September 3, 2019 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

PARK HEIGHTS BLVD: Engineer Bortner reported on the Park Heights Blvd project, and the responsibility of the curb and sidewalks. The committee discussed the sidewalk issue and agree that the residents should be held responsible for the sidewalks. Engineer Bortner reported that the township can do a substantial amount of this project in house, which would be a great cost savings to the township. This project is a multi-phase project and may stretch into 2022, the goal is to get the bridge open next year. The next step in the design is to relocate the utilities. The committee recommended moving forward and plan on including the installation of the curbing as to not delay the project. The Township Manager will contact the affected property owners.

LITTLE KNOLL ESTATES LOT #126: Engineer Bortner reported on a stormwater management pond located by the intersections of S Vail Drive, Little Knoll Drive and Beck Mill Road. Brush has been removed and work is needed in revising and rehabilitating the pond. Engineer Bortner received a proposal from GHI and would like to keep money in the budget for modifications to help with the longevity of the existing stormwater management pond. The committee recommended moving forward with the agreement.

LAND DEVELOPMENT PLANS: Engineer Bortner reported on land development plans for Gitts Run Road LLC. and 500/502 South Franklin Street.

BONDS: Engineer Bortner reported that upon final inspections the Breezewood Drive Project bond is no longer needed. The Committee recommended releasing the bond.

MS4 UPDATE: Manager Rodgers reported that the MS4 coordinator is working on the MCM3 & MCM6. She will begin holding staff meetings once a month starting next week. She will also be spear heading the Spotted Lantern Fly training within the township.

EXTENSION REQUESTS: Zoning Officer Smith submitted extension requests for P04-25 South Heights, SL18-20 Stonewicke V, SL19-08 Mavis Tire North, SL19-09 High Pointe @ Rojen-South-Phase S-I, and SL19-10 Carter Lumber. The committee recommended approving the requests.

RECREATION: Manager Rodgers reported the board met the last Monday in September at the Community Park. Manager Rodgers will be meeting with General Recreation next week. The goal is to make a decision on which firm to use at the October 28, 2019 meeting, with the goal of demo next fall and build in the spring of 2021.

BUDGET REVIEW: Engineer Bortner reviewed his proposed budgets for 2020. The Engineering budget remains about the same except for insurance which has increased. The public works general fund budget shows no increase of wages for 2020. Insurances for employees, building and vehicles have increased. This budget includes a reduction in capital outlay. Engineer Bortner proposed an increase in Major Equipment to replace a 2008 Street Sweeper, and the addition of a Compact Track Loader. The storm sewer budget, account 436, has increases in the engineering fees for the bridge inspection permits and repairs. Maintenance and Repairs has increased due to the age of the equipment, and reconstruction and overlay is higher due the Park Heights Blvd, and Bridge Inspection projects. The Committee recommend including a dump truck and a highway foremen in the next years budget.

OTHER MATTERS: Engineer Bortner reported that the Public Works departments started brush and limb collection.

CITIZEN'S COMMENTS: None.

The meeting was adjourned at 9:19 p.m.

Respectfully submitted,

Donna M. Sweeney  
Township Secretary

MINUTES  
PUBLIC WORKS COMMITTEE  
NOVEMBER 4, 2019

The Penn Township Public Works Committee convened on Monday, November 4, 2019, following the Public Safety Committee Meeting at 7:10 p.m. Present were Vice Chairman Heiland and Commissioners Cromer, Brown, Felix, and Van de Castle. Also present were Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, Zoning Officer Smith, MS4 Coordinator Hirt and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the October 7, 2019 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

KAREN LANE BRIDGE: Engineer Bortner reported that he contacted HRG to question if the weight restrictions are really needed and HRG stated there is additional cracking of the bridge structure and asked if there are plans for structural replacement. Engineer Bortner stated that he is unsure of plans for structural replacement at this time. The Committee agreed Manager Rodgers should prepare an ordinance for the weight restrictions for the bridge.

BLOOMING GROVE RD/GRANDVIEW RD MULTIMODAL TRANSPORTATION GRANT: Engineer Bortner reported at the last YAMPO meeting it was suggested that Penn Township try to submit an application for the Multimodal Transportation Grant for this project. Engineer Bortner and Manager Rodgers met with Pennoni to gather the information to submit for the deadline of Friday, however there is not enough time to have a resolution approved to state that the Township will put half a million dollars toward the 1.7 million dollar project. Manager Rodgers stated that they did not receive the cost estimate until this past Friday. They will hold off on submitting for the grant this fall and plan to submit for the grant in the spring. Engineer Bortner stated he has a presentation planned for the YAMPO Technical Committee on Thursday; he will see what they suggest. He added there is a 2021 Transportation Improvement Plan project for Blooming Grove Road, and is hoping Penn Dot will be willing to include the intersection with the Transportation Improvement Plan Project.

MS4 UPDATE: MS4 Coordinator Hirt updated the committee that she is working on the MS4 permit, making headway on the illicit discharge and inspection program, and taking inventory of the storm water facilities within the township. Commissioner Heiland welcomed Coordinator Hirt aboard and looks forward to hearing her progress at future meetings.

EXTENSION REQUESTS: Zoning Officer Smith submitted extension requests for SL19-13-Brookside Heights-Phase IV, SL19-07-Markets at Hanover, and SL17-10-Mustang Pointe. The committee recommended approving the requests.

RECREATION: Manager Rodgers reported the committee met last week and voted to move forward with something similar to what we have now, by either Leathers or Play by Design. Manager Rodgers will contact each company to see the cost difference to be completed by a contractor. People are not able to make the time commitment to do a community build as in the past. The committee meets again on November 25, and will make a decision on which company, with the hope to start construction in the spring of 2021.

OTHER MATTERS: None.

CITIZEN'S COMMENTS: None.

The meeting was adjourned at 7:17 p.m.

Respectfully submitted,

Donna M. Sweeney  
Township Secretary



MINUTES  
PUBLIC WORKS COMMITTEE  
DECEMBER 2, 2019

The Penn Township Public Works Committee convened on Monday, December 4, 2019, following the Public Safety Committee Meeting at 7:13 p.m. Present were Vice Chairman Heiland and Commissioners Brown, Cromer, Felix, and Van de Castle. Also present were Township Manager Rodgers, Police Lieutenant Merwede, Fire Chief Clouser, Township Engineer Bortner, Zoning Officer Smith, MS4 Coordinator Hirt and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the November 4, 2019 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

BONDS: Engineer Bortner requested that the Carter Lumber Company bond amount be set at \$377,402.30, and the Markets at Hanover bond amount be set at \$728,805.00. The committee recommended approving the bond amounts.

BLOOMING GROVE RD/GRANDVIEW RD/BALTIMORE ST IMPROVEMENTS: Engineer Bortner reported that he and Manager Rodger attended the PennDot Connects TIP meeting on October 3, 2019. One of the projects that PennDot is recommending is the paving of Blooming Grove Road. At the meeting they discussed the townships comp plan recommending improvements at the intersection of Blooming Grove Road and Grandview Road. YAMPO conducted a timing study of the intersection and Pennoni has since completed a preliminary design. On November 4<sup>th</sup>, Engineer Bortner updated the YAMPO technical committee and as part of that update, the PennDot representative recommended following PennDot's Publication 740 Local Project Delivery Manual. Engineer Bortner stated that by doing this it would open up for federal and state funding, however we would have to comply with the manual and would need to obtain one of their consultants. Engineer Bortner stated the he and Manager Rodgers could meet with PennDot to agree on a consultant. The committee recommended moving forward.

Baltimore Street improvements, Wellspan had TRG do a study for putting a two way center left turn lane, between Squire Way and Clover Lane. This report was submitted to PennDot. The committee recommended using the same consultant, but had concerns about working on both projects at the same time.

CONSIDER ORDINANCE ADOPTING PROPERTY FROM WELLSPAN: Manager Rodgers presented an ordinance for adopting as public road portions of Willow Court and Meadow Lane. Sewer was dedicated last year. She is awaiting attachments from the solicitor for the ordinance in order to advertise. If received in time the ordinance will

be on the agenda for December's Board of Commissioner meeting, if not will be on the agenda in January.

CONSIDER SIGN ORDINANCE WAIVER REQUEST: The committee received a request dated November 4, 2019 from Horizon Signs requesting a waiver to the sign ordinance. Ms. Diane Quigley of Horizon Signs presented the committee with a design and placement of the signs for Mavis Tire, 865 Baltimore Street. She is requesting a waiver for an overage of 43 square feet. After some discussion, the committee made an unfavorable recommendation to the Board of Commissioners.

MS4 UPDATE: MS4 Coordinator Hirt reported that she is working on the MCM5 of the permit, the inventory of post construction management practices, and will be for the most of this month. She is also collecting data for Gannet Fleming for the North Tributary Watershed Study. Commissioner Brown asked the committee if the township was taking steps to show support of Senator Mastriano's opposition of DEP's overreach on MS4. Manager Rodgers stated that at the last Legislative update the Senator is aware of where the municipalities and York County Commissioners stand.

EXTENSION REQUESTS: Zoning Officer Smith submitted an extension request for SL19-15, South Hills Golf Course. The committee recommend approving the request.

RECREATION: Manager Rodgers reported that the meeting dates for the next year may change. She received a quote and the number is within the master plan. They had also forwarded a list of municipalities that completed the project by contract build and contract build with community help. She can reach out to those municipalities for advisement. She stated that the contract build took about 5 to 6 weeks for completion.

OTHER MATTERS: None.

CITIZEN'S COMMENTS: None.

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

Respectfully submitted,

Donna M. Sweeney  
Township Secretary