

MINUTES
PUBLIC WORKS COMMITTEE
JANUARY 4, 2021

The Penn Township Public Works Committee convened on Monday, January 4, 2021, via an online meeting, following the Public Safety Meeting at 7:25 p.m. Present were Chairman Van de Castle, Commissioners Brown, Cromer, Elksnis, and Heiland. 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 Van de Castle read a summary of the online public meeting guidelines.

APPROVAL OF THE MINUTES: The minutes of the December 7, 2020 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

BONDS: Engineer Bortner reported that final inspections were completed on Mustang Heights, Meadow Springs, Brookside Heights – Phase I, and Brookside Heights – Phase II and the respective maintenance bonds are no longer needed. The committee recommended approving the release of the bonds.

MOULSTOWN ROAD TIS SCOPING APPLICATION: Engineer Bortner reported he received an email concerning a scoping application. The plan is similar to a sketch submitted earlier. Engineer Bortner asked the committee if they were comfortable with the one entrance at Moulstown Road, and another into the Hickory Hills development. The concern in the past has been a residential connection from industrial area. Engineer Bortner reported the traffic study found there would not be much work traffic coming from the development as it is planned as retirement residences. Chairman Van de Castle stated a driveway could be put on the western edge of the development. Commissioner Brown stated that would be difficult due to there is already traffic back up in the area at certain times of the day.

BLOOMING GROVE ROAD AND GRANDVIEW ROAD INTERSECTION: Engineer Bortner reported he received an email from York County Planning Commission on behalf of YAMPO if the township wants to provide an updated on this project. After his last update in November, 2019, a meeting was held with a representative PennDot in December, 2019, a follow up meeting with the representative has not been held to date. Engineer Bortner stated he did not have any new information to provide at this time. The committee agreed to review the project next year.

AQUAPHOENIX SCIENTIFIC: The committee received a request dated December 23, 2020, for a waiver of the Sections 404, and 605 of the Penn Township Subdivision and Land Development Ordinance and Section 303 of the Penn Township Stormwater

Ordinance. The committee will wait until addressed at the Planning Commission Meeting.

PERO FARMS HANOVER FACILITY, LLC: The committee received a request dated December 23, 2020, for a waiver of Section 404 of the Penn Township Subdivision and Land Development Ordinance. The committee will wait until addressed at the Planning Commission Meeting.

MS4 UPDATE: Manager Rodgers reported the Township has received the permit. An add has been placed on Indeed to advertise the opening for the MS4 Coordinator.

EXTENSION REQUEST: Zoning Officer Smith reported there are none.

UPDATE ON 4 SCOTT STREET: There was no additions to the discussion from the Public Safety Committee Meeting.

RECREATION – TREES AT COMMUNITY PARK AND YOUNGS WOODS: Commissioner Heiland stated that it may be a good idea to add a tree or two at the community park that may be decorated in the future for the holidays. He suggested possibly planting at the municipal building as well. The committee agreed it was a good idea.

OTHER MATTERS: None.

CITIZEN'S COMMENTS: None.

The meeting was adjourned at 7:59 p.m.

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
FEBRUARY 1, 2021

The Penn Township Public Works Committee convened on Monday, February 1, 2021, via an online meeting, following the Public Safety Meeting at 7:33 p.m. Present were Chairman Van de Castle, Commissioners Brown, Elksnis, and Heiland. Also present were Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, Zoning Officer Smith, and Township Secretary Sweeney. Commissioner Cromer was absent with notice. The following items were discussed:

ANNOUNCEMENTS: Commissioner Van de Castle read a summary of the online public meeting guidelines.

APPROVAL OF THE MINUTES: The minutes of the January 4, 2021 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

BONDS: Engineer Bortner suggested setting Subdivision and Land Development Improvement Bonds for Hanover Foods Freezer Expansion at \$738,977.25, and for the Proposed Parking Lot Expansion for Apple Honda of Hanover at \$27,533.00. The committee recommended setting the bond amounts.

PENN VILLAGE LIGHTS: Engineer Bortner reported additional funds were included in the budget to continue the installation of street lighting. The next development planned is Penn Village, this would require five acorn style lights at each of the intersections. Approval is need for Met-Ed to design. The committee recommended approved moving forward with the project.

HANOVER BOROUGH TRANSFER STATION: Manager Rodgers reported she received a request dated January 19, 2020, from Hanover Borough for a waiver of the sixty-day comment period for a ten-year operating permit for the Hanover Borough Transfer Station. The committee had no issues, and recommended approving the request.

HANOVER FOODS FREEZER EXPANSION: The committee received a request dated January 15, 2020, from Rettew on behalf of the Hanover Foods Freezer expansion for a waiver to Article 4 Section 402 of the Penn Township Subdivision and Land Development Ordinance. The committee recommended approving the request.

APPLE HONDA OF HANOVER: The committee received a request dated January 27, 2021, from Site Design Concepts on behalf of Apple Honda of Hanover for a waiver to Section 303.1E of the Stormwater Ordinance and Section 505.a and 505.K.1 of the Penn Township Subdivision and Land Development Ordinance. The committee recommended approving the request.

MS4 UPDATE: Manager Rodgers reported that interviews have begun to fill the MS4 Coordinator position.

EXTENSION REQUEST: Zoning Officer Smith submitted an extension request for SL17-10-Mustang Pointe and SL18-20-Stonewicke V. The committee recommended approving the request.

UPDATE ON 4 SCOTT STREET: Zoning Officer Smith reported that the first dumpster was filled to three-fourths capacity and replaced with an empty dumpster. They have treated for the rats a second time prior to the snowfall.

RECREATION – CREATIVE PLAYGROUND: Manager Rodgers requested direction from the committee on this project, as it was tabled due to the COVID-19 pandemic. The committee suggested that Manager Rodgers move forward to obtain a new agreement to present to the committee.

OTHER MATTERS: None.

CITIZEN'S COMMENTS: None.

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

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
MARCH 1, 2021

The Penn Township Public Works Committee convened on Monday, March 1, 2021, via an online meeting, following the Public Safety Meeting at 7:20 p.m. Present were Vice Chairman Cromer, Commissioners Brown, Elksnis, and Heiland. 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: Vice Chairman Cromer read a summary of the online public meeting guidelines.

APPROVAL OF THE MINUTES: The minutes of the February 1, 2021 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

PARK HEIGHTS BOULEVARD: Engineer Bortner reported he contacted Group Hanover Inc, on the status of the Park Heights Blvd project, he informed the committee that this is a joint permit due to the wetlands, they are waiting on a reply from the environmental consultant, but should be ready shortly. Engineer Bortner stated that there was a question as to whether it should be submitted as just the Bridge permit, or Bridge and road realignment permit. Engineer Bortner stated that if it should be submitted as the Bridge and road realignment to the DEP Army Corp of Engineers, because the bridge is contingent upon the road realignment, but would take more time. Engineer Bortner asked the committee for their thoughts on opening the road up to heavier vehicles without the road realignment and trying to resolve the safety issues. Engineer Bortner stated that GHI is not ready to submit the bridge permit, but the approval process should not take long and construction on the bridge could take place some time next year. After the bridge has been replaced, then the road realignment permit would have to be submitted due to the disturbance being greater than an acre. The committee was in favor of replacing the bridge first, then the road realignment at a later date.

OAK HILL PAVING PROJECT: Township Engineer Bortner proposed to place a scratch coat on the road to try to seal the road for more longevity. He will need to rent equipment if this is the route the committee wishes to take. Commissioner Brown stated there are three bad areas, and if patched as it has been done in the past it will not last. He suggested hot patch and rollers on the sections. Engineer Bortner expressed concerns with patching, that water has the capability of entering at the edges of the work. Engineer Bortner will meet with Commissioner Brown to go to the sites to decide what method of repair would be best suitable.

AQUAPHOENIX SCIENTIFIC WAIVER REQUEST: The committee received a request dated February 22, 2021, from GHI on behalf of AquaPhoenix Scientific for a waiver to Section 306.B.3 of the Stormwater Ordinance. Township Engineer Bortner reported the ordinance requires the retention basin slope bank be at a 4:1 ratio, and they are requesting the waiver to keep the ratio at 3:1. They will be extending, but will not be restructuring the basin. He added if a waiver is granted, they must address adding vegetation, in which they have done. Engineer Bortner has no issues with the request.

MS4 UPDATE: Manager Rodgers reported that she continues to try to fill the position.

EXTENSION REQUEST: Zoning Officer Smith submitted extension requests for SL20-07-Hanover Foods Freezer Expansion, SL20-08-Apple Honda of Hanover, SL20-09 Pero Farms and SL20-10 AquaPhoenix Scientific. The committee recommended approving the requests.

UPDATE ON 4 SCOTT STREET: Zoning Officer Smith reported he has been in contact with the social worker and was informed that the resident continues to disconnect himself from all contact and help, and will not go to his doctor's appointments. The resident is slowly adding items to the dumpster, and there have been no reports of additional rats, but they are inside of the home. He has disconnected the water meter on several occasions.

RECREATION – CREATIVE PLAYGROUND: An updated agreement was received by Play by Design for design of the new creative playground. There is a slight increased cost from last year. The committee recommended approving the agreement.

Commissioner Heiland has been approached by numerous residents regarding the fence pickets from the first creative playground. Commissioner Heiland stated that all efforts are being made to preserve the current pickets, and the intention is to use the old pickets in a legacy design in the new park. Commissioner Heiland added that approximately 450 new pickets will be available for a fundraiser. The committee agreed upon \$75 minimum donation for an Individual/Family, and \$125 minimum donation for a Company/Business.

Manager Rodgers reported that an agreement was received from JMT for assistance submitting the grant application. The due date is April 14, 2021. The committee authorized Manager Rodgers to sign the agreement for submission.

Commissioner Elksnis stated according to the contract, the township is responsible for providing fifteen skilled workers, and asked if the Public Works department was up for the work on the playground, Engineer Bortner and Public Works Supervisor Ortman had no issues. Commissioner Brown inquired as to the timeline on the project. Manager Rodgers reported that construction may be by possible by March, April, 2022, no money can be expended prior to grant approval, which will be approximately this October.

OTHER MATTERS: None.

CITIZEN'S COMMENTS: None.

The meeting was adjourned at 8:09 p.m.

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
APRIL 5, 2021

The Penn Township Public Works Committee convened on Monday, April 5, 2021, via an online meeting, following the Public Safety Meeting at 7:20 p.m. Present were Chairman Black, Commissioners Brown, Cromer, Elksnis, and Heiland. Also present were Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, Public Works Supervisor Ortman, Zoning Officer Smith, and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: Chairman Black read a summary of the online public meeting guidelines.

Commissioner Heiland announced there will be an executive session following the meeting to discuss personnel and other legal matters.

APPROVAL OF THE MINUTES: The minutes of the March 1, 2021 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Commissioner Heiland requested Township Secretary Sweeney to conduct roll call for the stenographer that was in attendance with Attorney Paul Minnich of Barley Snyder.

BONDS: Engineer Bortner suggested setting Subdivision and Land Development Improvement Bonds for Campbell's Snacks Flour Receiving Building in the amount of \$19,946.30, and for Stonewicke V in the amount of \$741,013.90. The Committee recommended setting the bond amounts.

DEAGAN ROAD PAVING PROJECT: Engineer Bortner reported he was approached by CS Davidson, Engineer for Heidelberg Township. Heidelberg is interested in completing work on Deagan Road and there are two sections located in Penn Township. They are inquiring if the Township would be interested in a joint project. Engineer Bortner stated that a portion was last paved in 2000, and the other in 2009, the road is showing some wear, but not the worse in the Township. Engineer Bortner stated it may cost about \$75,000 for both sections. The committee agreed that more information is needed.

BLOOMING GROVE PAVING PROJECT: Engineer Bortner reported he was notified by PennDOT that paving will take place on Blooming Grove Road from York Street to Grandview Road. Engineer Bortner reported that PennDOT implied they would take care of the ADA corner of York Street and Blooming Grove Road, as it is located at the intersection of two state roads, and inquired if the township was interested in the state doing any other ADA corners, sidewalks, stormwater; most likely at the cost to the Township. Engineer Bortner added that the email stated the projected start is 2022.

WAIVER REQUESTS FOR MUSTANG POINT SUBDIVISION AND LAND

DEVELOPMENT PLAN: The committee received requests from James R. Holley and Associates, dated November 6th and 16th, for waivers to the Subdivision and Land Development Ordinance for Mustang Point. Attorney Paul Minnich, Barley and Snyder Associates represented this request for JA Myers, Inc. In attendance were Mr. Joseph Myers, and Scott Feltch of JA Myers, David Lupinski, Engineer for James R. Holley and Associates, and Legal Associate Chris Naylor. Attorney Minnich stated the plans have been reworked, and would like to address the waivers of block length. Mr. Lupinski reported the plan is 100.4 acres, located in the R-8 zone, urban residential zoning district, consisting of 185 lots of which 180 are building lots. The planned development is surrounded by residential developments, and to the south is South Western High School. There are seven adjacent streets that connect to the development. Mr. Lupinski reported that they have reworked the plan to bring lots 49 and 98 into compliance, and lots 51,57 and 58 could be reworked to bring into compliance as well. A waiver is needed for 506.e, a requirement of minimum block distances of 500 feet. This is needed for multiple intersections ranging from a minimum of 244 to 454 ft. Mr. Lupinski stated that there is adequate turning and site distance and movability for emergency services. Mr. Lupinski addressed the waiver request of section 508, maximum block length of 1,600 ft., he reported they cannot meet the requirement on the exterior side of the outside road of the plan due to the layout of the existing connecting streets and wetlands. On the interior streets that exceed the maximum length, they have proposed pedestrian foot paths. The waiver request dated November 16th for section 509.a for lots 49 and 98, will be withdrawn, if the Board is acceptable to the pedestrian foot path. The waiver request dated November 6, 2020, for a waiver to section 509.a for eight lots is not being withdrawn. Commissioner Elksnis reported the plan was originally brought before the Planning Commission and the commission had many concerns with accessibility of emergency apparatus, and he does not see that addressed with pedestrian foot paths.

WAIVER REQUEST FOR AQUAPHOENIX SUBDIVISION AND LAND DEVELOPMENT

PLAN: The committee received a request dated February 22, 2021 from Group Hanover, Inc., for a waiver of section 303, Volume Controls of the Stormwater Management Ordinance. Mr. Gerald Funke, Group Hanover, Inc., represented this waiver request. He is asking the board to reconsider the original decision to deny the request. Mr. Funke reported that the waiver is not for all of the impervious surface, they can infiltrate five percent. He had met with York County Conservation District before the project was started, and spoke of the clay soil in the area which has no infiltration. Mr. Funke reported the Conservation District agreed in this situation, if they could do as much as they could, they would be satisfied. Commissioner Elksnis expressed concern with more water going into the creek, and asked Mr. Funke if there was anything more can be done. Mr. Funke stated that they can add more trees and expressed that they are reducing the runoff because they are reducing the current paving, but cannot meet the required twenty percent. Commissioner Elksnis stated he has concerns with the erosion of the current basin.

MS4 UPDATE: Manager Rodgers reported the Township has the Stormwater permit, and she, along with Engineer Bortner have conducted interviews for the Stormwater Coordinator position, and have yet to find a candidate. Manager Rodgers reached out to Hanover Land Services, Inc. to see if they would be willing to do the paperwork and the township would continue to conduct the inspections. Their estimate is slightly under the cost for the employee without benefits. Manager Rodgers stated it would be in the Townships best interest to move forth with the agreement. Manager Rodgers reported that Engineer Bortner is confident that Asst. to the Engineer, Shawn Garrett could continue to conduct the inspections. The agreement would be a year to year contract. The committee instructed Manager Rodgers to move forward with the agreement with Hanover Land Services, Inc.

EXTENSION REQUEST: Zoning Officer Smith reported that there are no extension requests at this time.

UPDATE ON 4 SCOTT STREET: Zoning Officer Smith reported Mr. Rolar did not clean up the property by April 4th as promised. The Committee agreed the condition of the property continues to worsen. Zoning Officer Smith stated that he can post the notice for the building condemnation. Kara Stultz, 6 Scott Street, questioned the timeline of the process. Zoning Officer Smith reported that once the notice is posted, Mr. Rolar has twenty days to appeal, then he would go before a committee to appeal the condemnation. If the Township wins, then the Township goes to the County Court for approval. Ms. Brenda Staub, 14 Scott Street, agreed with Ms. Stultz, Ms. Staub expressed her concern that once the property is cleaned, and if the resident moves back in, what can be done to stop this from happening again. Commissioner Heiland stated that Zoning Officer Smith has been working through this process and they are doing what they can.

RECREATION – CREATIVE PLAYGROUND: Manager Rodgers reported that she received a request from a local cub scout pack to conduct their Pinewood Derby at Youngs Woods. She is bringing the request before the committee due to the parks and recreations rules and regulations prohibits construction of temporary or permanent structures on the park grounds, and because special events require approval of the Board. The committee had no issues with the request.

OTHER MATTERS: None.

CITIZEN'S COMMENTS: None.

The meeting was adjourned at 8:28 p.m.

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
MAY 3, 2021

The Penn Township Public Works Committee convened on Monday, May 3, 2021, following Public Safety Committee Meeting 7:24 p.m. Present were Chairman Black, Commissioners Brown, Cromer, Elksnis and Heiland. 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: There were none.

APPROVAL OF THE MINUTES: The minutes of the April 5, 2021 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

FERN DRIVE – 130 LITTLETON DRIVE: Engineer Bortner reported the resident at 130 Littleton Drive made a request to pave a private lane called Fern Drive. This is not a dedicated road. The Committee suggested to offer millings, but was not in favor of paving.

BONDS: Engineer Bortner suggested setting Subdivision and land development Improvement Bonds for Pero Farms Hanover Facility, LLC, in the amount of \$60,054.50, and for Yazoo Mills, Inc. 800 Gitts Run Road in the amount of \$66,046.75. Engineer Bortner also suggested reducing the High Pointe North Improvement Bond from \$148,439.50 to the amount of \$26,408.25. The Committee recommended setting/reducing the amounts.

CURB AND SIDEWALK ON HUFNAGLE DRIVE: Engineer Bortner reported that Meadowview Drive and Hufnagle Drive are on the paving list for this year. Engineer Bortner was approached by a resident of Hufnagle Drive to curb a temporary cul-de-sac. This cul-de-sac may be extended to a street in the future, and the way the subdivision is laid out the township does not have right of way of this area. The committee was not in favor of the curb installation.

KAREN LANE BRIDGE SUPERSTRUCTURE REPLACEMENT: Engineer Bortner reported that the low bidder was missing a qualification. Manager Rodgers reported she was informed that the missing qualification needed was at county to be signed, would then be sent to be signed by Penn Dot, then that qualification would be issued. The attorney is aware, and the township is waiting. Engineer Bortner expressed concern with the timeline after the bids are opened and need to be awarded, otherwise the project will need to be rebid.

BANKERT ROAD BRIDGE REPLACEMENT: Engineer Bortner reported the Beck Mill Road culvert replacement is in the budget. CS Davidson submitted permits for both Bankert Road Bridge replacement and the Beck Mill Road culvert replacement. DEP approved Bankert, but not Beck Mill. Beck Mill has been resubmitted, and CS Davidson is expecting approval. Right of ways have been obtained for Beck Mill, and they are hopeful of having the permit by the next Board of Commissioners' meeting. CS Davidson would like to go to bid for the culvert next month, to keep the project moving along.

Engineer Bortner reported the township has the permit for Bankert Road but not the needed right-of-ways. Manager Rodgers will reach out again to the residents involved.

STREET CONDITION AND RESTORATION: Commissioner Cromer stated that he is unhappy with the condition the utility companies are leaving our roads. They are patching, and there are trenches that are being dug for gas lines; and the soil is sinking. We have an ordinance requiring the utility companies to fill and repair the patches, and that while the trench is temporary, they must fill. Engineer Bortner reported the current ordinance is from 1997-98, and may want to be examined to update. He added, all utilities must submit a street bond, and we can go against that bond. He stated that all the work that is being done is at a request of the township. The work is part of a five-year plan, then the township will pave after the utilities have been replaced. Commissioner Brown stated that there should be more oversight on the condition the utility companies are leaving our streets. Manager Rodgers can check with the solicitor and other municipalities to compare ordinances. Commissioner Black stated that the street should not sit unrepaired for five years prior to being paved by the township.

MS4 UPDATE: Manager Rodgers reported the agreement with Hanover Land Services has been signed. She is going contact them about getting the minimum control measures started.

EXTENSION REQUESTS: Zoning Officer Smith submitted an extension request for SL17-10 Mustang Pointe. The Committee recommended approving the request.

UPDATE OF 4 SCOTT STREET: Zoning Officer Smith reported the final draft of injunction was received, with affidavits to sign, then will be sent to the solicitor. After the April 19th Board of Commissioners' meeting, he has been taking items out of the dumpster and taking back into the house. Manager Rodgers reported that all of the expenses of the exterminator, dumpsters, and clean up are included in the injunction and will be charged to the resident. The township is working through the court system.

RECREATION: Manager Rodgers reported the grant was submitted. Play by design works with 3 cooperating source agents, therefore we will not be required to bid the equipment. Project is moving forward.

OTHER MATTERS: There were none.

CITIZEN'S COMMENTS: There were several residents in attendance to discuss the condition of 4 Scott Street. Residents that had comments were Jennifer Brossoit, 9 Sherman Street, and Kara Stultz, 6 Scott Street. They discussed the condition of the property, the large rats on the property, and the health and safety of neighboring children and pets.

The meeting was adjourned at 8:24 p.m.

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
JUNE 7, 2021

The Penn Township Public Works Committee convened on Monday, June 7, 2021, following Public Safety Committee Meeting 7:27 p.m. Present were Chairman Black, Commissioners Brown, Cromer, Elksnis and Heiland. 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: There were none.

APPROVAL OF THE MINUTES: The minutes of the May 3, 2021 Public Works Committee meeting were approved as corrected.

CITIZEN'S COMMENTS: There were none.

YORK COUNTY RAIL TRAIL: Gwen Loose, Executive Director and Frank Kempf, Chairman of the York County Rail Trail Authority gave a brief presentation discussing the Hanover Trolley Trail, the new rail acquisition, future projects and vision of the York County Rail Trail Authority.

WHISPERING RUN: Engineer Bortner reported that he received the deeds of dedication for the streets and the sanitary sewers. Engineer Bortner suggested setting the maintenance bond for Whispering Run; Phase 2A at \$45,590.00, Phase 2B at \$128,728.95, and Phase 2C at \$83,401.30. There is still storm water management work to be completed, JA Myers is working on getting their Notice to Termination of their NPDES permit. There is still some bonding to be completed. The Committee recommended setting the amounts.

BONDS: Engineer Bortner suggested reducing the Cashier's Check held for The Trone Family Trust Subdivision and Land Development Improvement from \$131,069.40 to \$26,584.25. The Committee recommended reducing the amount.

BECK MILL ROAD CULVERT BID OPENING: Engineer Bortner reported that the right of ways, and the permit have been received. The next step is to bid for the box culvert and the installation, the bids are scheduled to be opened on June 18, 2021 at 10:00 a.m. The Township will handle the prep and the final construction work on the project.

DEAGAN ROAD UPDATE: Engineer Bortner reported he received notification from C.S. Davidson that Heidelberg Township is going to bid for tar and chip for the project on the portion of Deagan Road located in their township. Engineer Bortner stated it is not beneficial for Penn Township to seek a joint bid on this project.

STREET CONDITION AND RESTORATION: Engineer Bortner reported that after the discussion from last month's meeting, he had reached out to LTAP for information and/or guidance for updating our ordinance addressing the condition our roads are left after work is completed by the utility companies. He has not received a reply to date. Manager Rodgers had contacted several municipalities for comparison to our current ordinance. She received a response from one, and will work on updating our ordinance with more detail in regards to the condition the township roads are to be repaired.

MS4 UPDATE: Manager Rodgers reported that she and Engineer Bortner met with Hanover Land Services, and they have all of our MCMs and have accumulated our NOTs, of which we will need to monitor. The subdivisions that do not have NOTs, technically we do not need to monitor. HLS will be meeting with Engineering Assistant Garrett to review stormwater inspections. The first MS4 report will need to be submitted in September, after that annually. We will have a MS4 table at National Night Out.

EXTENSION REQUESTS: Zoning Officer Smith submitted an extension request for SL20-09 Pero Farms, DL20-10 AquaPhoenix, and SL21-01 Clover Lane. The Committee recommended approving the request.

CAMPBELL SNACKS HANOVER PLANT LAND DEVELOPMENT PLAN WAIVER REQUEST: The Committee received a request dated May 27, 2021, from Entech Engineering for Campbell Snacks Hanover Plant Locker Room Addition Land Development Plan for a waiver of Section 405 (Sheet Size) and Section 303.B (Volume Controls) of the Stormwater Management Ordinance. Chairman Black asked Engineer Bortner if all of the past Campbell Snack Plans have met the Stormwater requirements and if any exonerations and waiver requests are incorporated into this request. Engineer Bortner stated that as of 2011 they are above their one acre and they must also go through DEP for a waiver. Engineer Bortner stated that he is not in favor of either waiver request.

UPDATE OF 4 SCOTT STREET: Zoning Officer Smith reported that on May 5, 2021, he submitted two documents to the courts; the complaint containing reports from property maintenance and the International Fire Code, as well as an injunction for the Township to enter the property to remove the trash and clean it up. The property owner was served on May 10, 2021, he has not responded. A notice of default was filed on June 2, 2021. The township is now waiting for response from the courts. The committee agreed to have the dumpster removed due to the lack of use by the property owner.

RECREATION: Manager Rodgers reported DCNR asked, if the township would consider moving the grant application from the state to a federal recreation grant. That funding would be another year out. Commissioner Elksnis stated the play yard was torn down, and it is a problem to not have the play yard replaced next summer. The committee agreed that the township will need to seek other funding. Manager Rodgers stated that any money spent before a grant award, would not qualify for the grant funds. Chairman Black asked if we could do the project in phases, start with a smaller

playground and after grant money is received expand on the play yard. The Committee agreed Manager Rodgers should contact JMT to continue to the next step of the project.

OTHER MATTERS: There were none.

CITIZEN'S COMMENTS: Several residents were in attendance to discuss the condition of 4 Scott Street. Some of the residents that made comments were Jennifer Brossoit, 9 Sherman Street, John Lecorchick, 15 Sherman Street, Kara Stultz, 6 Scott Street and Dennis Zechman, 111 Mussetta Street.

The meeting was adjourned at 8:41 p.m.
Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
JULY 6, 2021

The Penn Township Public Works Committee convened on Tuesday, July 6, 2021, following Public Safety Committee Meeting 6:25 p.m. Present were Chairman Black, Commissioners Brown, Cromer, Elksnis and Heiland. Also present were Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, WWTP Superintendent Mahone, Zoning Officer Smith, and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: There were none.

APPROVAL OF THE MINUTES: The minutes of the June 7, 2021 Public Works Committee meeting were approved as corrected.

CITIZEN'S COMMENTS: There were none.

HIGH POINT AT ROJEN FARMS SOUTH: Engineer Bortner suggested setting Subdivision and Land Development Improvement Bonds for High Pointe at ROJEN Farms South Phase S2 at \$2,753,301.65. The Committee recommended setting the amount.

ORDINANCES FOR STREETS AND SEWERS FOR WHISPERING RUN: Manager Rodgers presented Ordinances 840 and 841, adopting as public streets and sewers for Whispering Run. The Committee recommended adopting the ordinances.

EISENHOWER EXTENSION: Manager Rodgers reported that she, along with Engineer Bortner attended a meeting with the York County and Adams County Planning Commissions along with Representatives Klunk and Moul, and the Borough of Hanover in regards to the Eisenhower Extension. Currently PennDOT has this project as a no build. In 2019, Penn Township and the Borough of Hanover wrote in favor of support of plan 5C. Those in attendance would like to get this project back on track. Representative Klunk will be in attendance on National Night Out on August 3, 2021, with a petition of support.

STREET CONDITION AND RESTORATION: Manager Rodgers reported she forwarded an example of an ordinance for the Committee to review. Engineer Bortner stated that he has does not want to eliminate the current sidewalk requirements.

MS4 UPDATE: Manager Rodgers reported that she and Engineer Bortner met with Hanover Land Services last week. They will meet again in August. The first Stormwater report is due in September, 2021, thereafter it will be due annually.

EXTENSION REQUESTS: Zoning Officer Smith submitted an extension request for SL21-04 Jennifer Swartz & Russ Rill. The Committee recommended approving the request.

PROPERTY MAINTENANCE: Manager Rodgers reported she spoke with the solicitor regarding the property maintenance violations on 77 Gardenia, and was advised to pursue the case as what was done with Scott Street. Look at every ordinance and file every violation possible, and then if non-compliant file the violations with the Magistrate. Zoning Officer Smith stated that a final notice was just sent for a grass violation and a stormwater violation. Commissioner Elksnis stated that a resident of Moore allowed he and Commissioner Brown onto their property that borders the Gardenia property to view the condition. Chairman Black stated that on the Subdivision and Land Development Plans it is noted that the stormwater parcel is to be turned over to the Township. It is his understanding the retention pond is to be brought into compliance with the construction drawings then it is to be turned over to the township.

UPDATE OF 4 SCOTT STREET: Zoning Officer Smith reported that the food has been cleaned out, eight pounds of poison was consumed by the rats, and traps have been set. The cars have been treated as the rats utilizing as a nest area. He has requested the resident to remove the cars from the property. Carol Schaubhut, of Steri-Clean was in attendance and reported that the next step is to clean out the attic and the basement area. Commissioner Cromer inquired if the home will be livable, Ms. Schaubhut stated that the entire dwelling will need to be cleared out then evaluated to make that determination.

RECREATION: Manager Rodgers reported that JMT will be getting quotes for a surveyor, and will submit the applications for the permits. Once the permits are received, then they will work on obtaining a contractor. Manager Rodgers reported the township is still in running for a grant.

OTHER MATTERS: There were none.

CITIZEN'S COMMENTS: There were none.

The meeting was adjourned at 7:21 p.m.

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
AUGUST 2, 2021

The Penn Township Public Works Committee convened on Monday, August 2, 2021, following Public Safety Committee Meeting 7:00 p.m. Present were Chairman Black, Commissioners Brown, Cromer, Elksnis and Heiland. Also present were Township Manager Rodgers, Police Chief Hettinger, Township Engineer Bortner, WWTP Superintendent Mahone, Zoning Officer Smith, and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: There were none.

APPROVAL OF THE MINUTES: The minutes of the July 6, 2021 Public Works Committee meeting were approved as corrected.

CITIZEN'S COMMENTS: There were none.

ENGINEERS REPORT: Engineer Bortner reported that he and Manager Rodgers will be at National Night Out tomorrow evening with the Stormwater display, handouts and the Freddie the Fish video.

STREET CONDITION AND RESTORATION: Manager Rodgers sent the board copies of the proposed ordinance with the solicitor's comments and a few revisions. The Committee recommended adopting the ordinance. Manager Rodgers will advertise the proposed ordinance for adoption at the August Board of Commissioners Meeting.

MS4 UPDATE: Manager Rodgers reported that in addition to the Stormwater handouts at National Night Out, she will also have coloring books and crayons to hand out. This will count towards the education portion of the Stormwater permit requirements.

EXTENSION REQUESTS: Zoning Officer Smith submitted an extension request for SL17-10-Mustang Pointe, SL21-01 Clover Lane Development, SL21-05 Elsner Engineering, and SL21-06 High Pointe@ROJEN Farms. Manager Rodgers reported that she received a phone call from the attorney for J.A. Myers regarding Mustang Pointe, requesting to get the waiver approvals on the agenda for the month of August. Manager Rodgers and Attorney Doyle have requested a copy of all the waiver requests for the plan, as there have been many, and need to be sure of what they are requesting. They have not heard back from them. Manager Rodgers also informed them that due to the Sunshine Act, she needs them by Wednesday, August 11th, to place on this month's agenda. The Committee recommended approving the requests.

UPDATE OF 4 SCOTT STREET: Zoning Officer Smith handed out pictures, and reported that as of July 12, 2021, there have been no reports of rats in and around the property. The carport has been removed, and the house should be totally cleaned out by the end of the week. Zoning Officer Smith stated that he does not wish to remove the

deck at the rear of the house, there is no sign of rat access into the house from the crawl space. Zoning Officer Smith reported that Thursday he went by the house and a window was open. Zoning Officer Smith stated that he went into the house and Mr. Rolar had plastic containers of coins that were missing. Zoning Officer Smith contacted the exterminator, and he said that Wednesday evening a woman in a van, matching Mr. Rolar's female friend, was sitting outside of the house. Zoning Officer Smith filed a report with the Police Department. Kara Stultz, 6 Scott Street, reported she saw Mr. Rolar's female friend on Wednesday, outside of the house pacing by the dumpster. She stated an officer appeared at the property, and that she was requesting to get into the house for medication. As far as she is aware, she did not get into the house. Mr. Rolar has been in contact with Zoning Officer Smith asking when he can get back into the house. Zoning Officer Smith stated that he informed him, it is not his decision, that it is a decision of the Board. He asked Mr. Rolar if he was receiving counseling, he did not get an answer. Zoning Officer Smith also asked if he was still going to public sales and purchasing items, and Mr. Rolar replied that he was, and has rented storage units for the items. Zoning Officer Smith stated that he is having the building inspector in to inspect the building, and Chairman Black stated there should be a Fire Inspection as well. Zoning Officer Smith will contact Attorney Doyle on what steps should be taken to recoup the money spent to clean the property.

Kara Stultz, 6 Scott Street, asked if the deck is to code. Zoning Officer Smith stated that, no it is not, and he will be blocking the access to the deck. She was concerned with all of the weeds growing around the side of the deck by her property. Zoning Officer Smith stated the he has treated the area with weed killer, and will do so again.

Dennis Zechman, 11 Mussetta Street, Mr. Zechman expressed his concern that with the knowledge of the storage units, he is concerned that Mr. Rolar will return to his hoarding practices. Chairman Black stated that the property would be inspected more often. Zoning Officer Smith stated that he cannot control what Mr. Rolar brings back into the house. Chairman Black stated that if they as the neighbors see anything, to please contact Zoning Officer Smith.

RECREATION: Manager Rodgers reported she informed JMT the Township is ready to move forward with the Creative Playground project. She stated that the property has been surveyed, but she has not received the results.

Manager Rodgers also reported she received the deed for the piece of property from J.A. Myers next to the two stormwater ponds. The resolution will be on the August Board of Commissioners Agenda.

OTHER MATTERS: There were none.

CITIZEN'S COMMENTS: There were none.

The meeting was adjourned at 7:29 p.m.
Respectfully submitted, Donna M. Sweeney, Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
SEPTEMBER 7, 2021

The Penn Township Public Works Committee convened on Tuesday, September 7, 2021, following Public Safety Committee Meeting at 7:38 p.m. Present were Chairman Black, Commissioners Brown, Elksnis and Heiland. Also present were Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, WWTP Superintendent Mahone and Township Secretary Sweeney. Commissioner Cromer and Zoning Officer Smith were absent with notice. The following items were discussed:

ANNOUNCEMENTS: There were none.

APPROVAL OF THE MINUTES: The minutes of the August 2, 2021 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

BONDS: Engineer Bortner made the following suggestions on Subdivision and Land Development Improvement Bond amounts. Brookside Heights – Phase 4 be reduced from \$580,286.41 to \$125,228.70; High Pointe South Phase S-1 be reduced from \$1,531,583.52 to \$455,724.72; Lancaster County Bible Church Site be reduced from \$73,829.80 to \$3,401.48; and upon final inspection of Pinebrook – Phase II, be reduced from \$22,920.30 to \$0, which will expire September 20, 2021. The committee recommended approving the amounts.

PARK HEIGHTS BOULEVARD REALIGNMENT: Engineer Bortner reported the project is currently stalled with the engineering phase with Group Hanover, Inc. Proposals have been received from CS Davidson; Phase one to replace culvert, and get the bridge open to all traffic and lift the weight restriction. Phase two is for the realignment of the road. Commission Brown asked how long would it take to complete phase one, Engineer Bortner stated that with engineering and construction it should be next year, and phase two, maybe as early as 2023. The committee recommend moving forward with the project.

TRONE FAMILY TRUST BUFFER YARDS: Engineer Bortner reported there is an issue with the Subdivision and Land Development Plan for 1020 Baltimore Street, mini storage units. Kris Raubenstine from Hanover Land Services was present to request a modification to the buffer yards for this plan. He reported that a waiver was received last year to install white vinyl fencing on the south side of the property along the residential area. The original plan was to utilize an existing tree line as a buffer along the rear property line along Hanover Borough property. Through the course of construction, the crew saw poison ivy, and brush, and removed the entire tree line. Mr. Raubenstein said they will replace the tree line in the front of the property, but is requesting to extend the vinyl fencing along the rear of the property line in lieu of the trees. Commissioner Black

expressed his concern that the engineer of the project removed trees that were part of the approved buffer a year ago, and the Committee is just now hearing about it. The Committee recommended to replant the trees as what was approved on the original plan, and Mr. Raubenstine is to coordinate with Township Engineer Bortner.

SOUTH HIGH STREET-COLUMBIA GAS PROJECT: Engineer Bortner reported that he received an email from Columbia Gas that Hanover Borough has requested for them to hold off on the final paving of High Street upon completion of replacement of the gas lines. This is due to Hanover Borough's project to replace their sewer lines in 2022, and their water lines in 2023. The Committee agreed that Ordinance no. 842 needs to be followed and Columbia Gas will be required to do the final paving upon completion of the gas line replacement.

BREEZEWOOD DRIVE/TIMBER LANE: Engineer Bortner reported that on the Hall Estate II Plans from 1993, there is a temporary road connection of Breezewood Drive and Hall Drive. The Township does maintain the connection as a road, and there is no curb, and no sidewalk. He asked the committee if it is legal to remain as a temporary road connection, and how long can it remain at its current status. He added there are a number of temporary cul-de-sacs within the Township, but his suggestion is to obtain the right of way for this road connection. Commissioner Heiland stated he would like to see a better alignment of the connection.

SHED ON TOWNSHIP PROPERTY: Engineer Bortner reported that upon receiving the deeds of dedication for the tract of recreational land behind Moore Drive, and after completing an inspection of the site, there appears to be a shed within the Township's property line. Manager Rodgers stated that this is not the first time this has happened in the Township, and in the past the resident was sent a letter for the shed to be moved. The Committee had concerns of liability and would like the resident to be notified to move the shed.

REVIEW OF CURRENT SUBDIVISION AND LAND DEVELOPMENT PLANS: Engineer Bortner gave the committee a review of the current Subdivision and Land Development Plans. Current Plans are:

- SL17-10 – Mustang Pointe
- SL20-09 – Pero Farms Hanover Facility LLC
- SL20-10 – Aquaphoenix Scientific Building Addition
- SL21-01 – Clover Lane Development (Stonewicke V)
- SL21-05 – Elsner Engineering Works
- SL21-06 – High Pointe LLC
- SL21-07 – Stonewicke – Phase III
- SL21-08 – Campbell Snacks Hanover Plant- Locker Room Expansion

The Committee thanked Engineer Bortner and requested this be added as a regular agenda item.

HIGH POINTE @ ROJEN FARMS SOUTH WAIVER REQUEST: The Committee received a request dated August 12, 2021 from Sharrah Design Group, Inc., for a

waiver of Section 306.B.4 of the Township's Stormwater Ordinance for High Pointe at Rojen Farms. This is the fence requirement around the retention ponds that are located in the front yards along Beck Mill Road. Commissioner Elksnis reported that at the Planning Commissioner Meeting Mr. Sharrah had presented the Commission with an alternative plan of a split rail fence with wire backing. Commissioner Elksnis suggested in lieu of a chain link fence or a split rail fence, to use black aluminum pool-type fence because the location of this being in the front yards of an upper scale neighborhood for safety and it is more esthetically appealing. The committee recommended approving the request with the condition of black aluminum fence be used.

MS4 UPDATE: Manager Rodgers reported that she along with Engineer Bortner and Secretary Sweeney attended a meeting with Hanover Land Services and are at the point that the MCMs can be presented to the Committee in October or November for approval before the end of the year. She reported that Melanie and Ormond from Hanover Land Services will accompany our Stormwater Inspector a couple more times to conduct inspections of the Township's outfalls.

EXTENSION REQUESTS: Manager Rodgers submitted extension requests for SL20-09-Pero Farms Hanover Facility LLC; SL20-10-Aquaphoenix Scientific Building Addition; SL21-07-Stonewicke-Phase III; and SL21-08-Campbell's Snacks Hanover Plant Employee Entrance and Locker Room Expansion. The Committee recommended approving the requests.

UPDATE OF 4 SCOTT STREET: Manager Rodgers reported that the resident moved back into the home as of August 17, 2021. The solicitor's report has been received and at the Board meeting there will need to be discussion with the solicitor on how the Township will be reimbursed for the expenses for the cleanup.

Kara Stultz, 6 Scott Street, reported that the resident has been unloading items from his car at night, and there are now cases of drinks, watermelons in the carport, and you can see items stacking up in the house through the window. Manager Rodgers stated that she will have property maintenance check out the property and to issue code violations. Ms. Stultz stated that she noticed that the rear deck has not been closed off and/or repaired. Manager Rodgers stated the resident was to receive a notice of a code violation.

RECREATION: Manager Rodgers reported that there have been some issues with interpretations of the rules and regulations for the Township's recreational parks, as to when people can be in certain areas. Specifically, the wording "attendance in lighted areas", when there is no lighting at the parks. Commissioner Elksnis would like to eliminate item B, and have it stated from dawn to dusk. Manager Rodgers will present an ordinance for the October meeting.

Manager Rodgers also reported the Township received a request from Go York 2022, about a joint program with WellSpan Health and the York County Library System. They are requesting to secure a post to a tree using steel banding that wraps around the tree.

This enables the participant to place their rubbing sheet over the plate and transfer an image as proof of participation in the activity. The committee had no issues with this request.

Commissioner Elksnis thanked Engineer Bortner and the Public Works department for their work on keeping the parks clean and vegetation trimmed.

Commissioner Heiland reported that he and Manager Rodgers had a conference call with JMT to review the survey of Kids Kingdom and the ADA compliance plans, a few adjustments will be made. The Township will be soon receiving designs from several companies.

OTHER MATTERS: There were none.

CITIZEN'S COMMENTS: There were none.

The meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
OCTOBER 4, 2021

The Penn Township Public Works Committee convened on Monday, October 4, 2021, following Public Safety Committee Meeting at 8:20 p.m. Present were Chairman Black, Commissioners Brown, Cromer, Elksnis and Heiland. 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: There were none.

APPROVAL OF THE MINUTES: The minutes of the September 7, 2021 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

UPDATE ON 4 SCOTT STREET: Zoning Officer Smith reported that the property is scheduled for Sheriffs Sale on February 7, 2022, unless the lien is paid in full. He continues to send property violations as they occur.

Kara Stutz, 6 Scott Street, reported there are many watermelons, and fruit boxes stacked in the car port. She has witnessed him unloading items from his vehicle at night. Zoning Officer Smith stated he does not put any trash for collection, Ms. Stultz stated that he has removed aluminum from her recycling bin. Manager Rodgers stated that is theft and should be reported to the Police next time that occurs.

KAREN LANE BRIDGE: Engineer Bortner presented the committee several documents from C.S. Davidson regarding the Karen Lane Superstructure Replacement. The Application for first payment is recommended at \$221,012.96. CriLon Corporation is requesting a twenty-day extension for the substantial completion on November 8, 2021, due to the effects of COVID, flooding that occurred on August 31, 2021, and manufacturing delays. Engineer Bortner had no issues with the extension. He presented the revised schedule and Change Order No. 1, which would need to be approved by the Board of Commissioners authorizing an increase of \$331.92 for the project, and the additional twenty-day extension. The Committee had no issues with the changes.

Engineer Bortner reported that CSX has been conducting railroad crossing work and would like to begin in to Penn Township on October 18-20, working on York Street at 116, between Cannery Road and Deagen Road, and then October 20-22 for Center Street.

GUIDE RAIL PROJECTS: Engineer Bortner reported he included two guide rail projects in the 2021 budget. Five are in need of repair; Wilson Avenue, Cooper Road, Industrial Drive, Ridge Avenue and Blettner Avenue. C.S. Davidson has the engineering

completed for all five locations. The two that are in most need of repair are Ridge and Blettner Avenue. They estimated cost for both would be over the budgeted amount, and the work would not be completed until 2022. He is looking for guidance from the Committee on how to proceed, if he should proceed or wait until 2022.

GATEWAY HANOVER MODIFICATION REQUEST: Engineer Bortner reported HRG on behalf of Conewago Contractors submitted a request dated September 1, 2021, requesting a modification to the Subdivision and Land Development submission fee. Conewago Contractors is requesting to pay the fee on the project area in lieu of the entire area of the previously approved land development plan. The Committee had no issue with the request.

PORTER/WAREHIME LIST OF MODIFICATIONS: Engineer Bortner reported Mr. Jeffrey Warehime purchased the previously known three-lakes area in the most northern portion of Penn Township. The property has no frontage on High Rock Road, the 577 High Rock Road is land that is taxed in Heidelberg Township. The purpose of this plan is to move the frontage of the property completely into the parcel boundary lines of the Warehime property. The plan requests a list of modifications that comes from Manheim Townships Subdivision and Land Development Ordinance, not Penn nor Heidelberg Townships. Engineer Bortner suggested that Penn Township should not issue waivers of ordinances that do not pertain to either Township.

SURPLUS EQUIPMENT: Engineer Bortner reported that every year they review their list of insured equipment, and there are a few items listed that are not in our possession. There is a 1996 ODB leaf vac loaned to West Manheim Township, along with two ODB leaf boxes. A 1997 Wood Chipper is in possession of York County Parks. The equipment has been on loan since approximately 2011, and both entities are still using the equipment. The equipment was acquired through 902 grants, and Penn Township has since acquired updated equipment, and is in no need of the equipment to be returned. The Committee recommended gifting the equipment and remove from the insurance policy.

REVIEW OF CURRENT SUBDIVISION AND LAND DEVELOPMENT PLANS: Engineer Bortner gave the committee a review of the current Subdivision and Land Development Plans. Current Plans are:

- SL17-10 – Mustang Pointe
- SL20-09 – Pero Farms Hanover Facility LLC
- SL20-10 – Aquaphoenix Scientific Building Addition
- SL21-01 – Clover Lane Development (Stonewicke V)
- SL21-05 – Elsner Engineering Works
- SL21-07 – Stonewicke – Phase III
- SL21-09 – Porter and Warehime Property, BPR LLC
- SL21-10 – Conewago North Ridge Partners, L.P.
- SL21-11 – Brookside, LLC & Meadow Springs, LLC

The Committee thanked Engineer Bortner.

MS4 UPDATE: Manager Rodgers reported that she along with Engineer Bortner, and Hanover Land Services toured the Municipal property, and work is continuing on the MCM's. They will be touring the other facilities along with the Fire Station in the near future to get everything posted properly. Last week, she along with Commissioners Brown and Elksnis, toured the Fire Station, there is concern that there is no fencing around erosion settlement pond. The Stormwater Ordinance needs to be reviewed because there is no fencing required for an erosion settlement pond, just for a retention pond. After some discussion, this will be researched further.

EXTENSION REQUESTS: Zoning Officer Smith reported that there are no extension requests for this month.

RECREATION BALL FIELD RENTAL: Commissioner Heiland reported that he was approached by someone inquiring about renting the ball fields. Manager Rodgers reported that the ball fields are currently not rented, and have not been for a number of years. About four or five years ago the Board of Commissioners at that time decided that the ball fields should remain available for the residents. After discussion, the committee agreed to keep the ball fields available for all residents.

PUBLIC WORKS BUDGET PRESENTATION: Engineer Bortner presented his proposed budget for 2022. He proposed two adjustments for the Engineering budget, an increase in structural engineering services, which are reimbursed by the developer, and an increase in IT services. For the Public Works department there are contractual salary increases, along with increases in healthcare. The storm sewer budget, account 436, includes cost for the MS4 Engineer Services, Capital Outlay includes work for Bankert Road culvert replacement, Oak Hill storm sewer replacement, trenchless pipe rehabilitation, and Bowman Road/Baer Avenue gabion basket replacement. There are projects that are currently in process and may carry over to completion in 2022 which include Beck Mill Road culvert replacement, Industrial Drive bridge repair and Karen Lane bridge repair. Reconstruction and Overlays, the majority of this is covered under Highway Aid, however there is work on Park Heights Blvd culvert, public works fill site, street light installation that will need to be budgeted for. Highway Aid is funds provided from the state for winter maintenance, paving projects, an increased has been budgeted for electricity costs. Commissioner Black asked why there are projects budgeted for in 2021 and no funds were spent, using the guide rail budget line as an example; was it an overestimate, under projected, he does not want money put in the budget and not spent. He would rather the money be spent on the needed project then having a carry over from one year to the next. Engineer Bortner stated that two were budgeted for and should cost about \$25,000 each, but may cost a little more. Commissioner Black recommended that he should at least have the one that is in most despair, and have it repaired. Manager Rodgers requested Engineer Bortner to advise which guide rail project he would like to go to bid on, and she would include on the Board of Commissioners Agenda. Engineer Bortner will look into it and get back to her.

OTHER MATTERS: Commissioner Black requested an update on the shed on Township property. Engineer Bortner stated that he has a meeting with the property

owner this coming Friday. Commissioner Black also requested an update regarding the fence on Beck Mill Road that the Board voted on last month. Engineer Bortner stated that he received an email this evening with the proposed fence.

Commissioner Cromer inquired if there is a way to find out what streets the gas company has torn up. Engineer Bortner stated that Hanover Borough met with Columbia Gas and said they have a sewer project for 2022, and a water project for 2023, on South High Street, and the Borough wanted the Gas Company to hold off on paving the road. Under the street ordinance and the guidance from the Board of Commissioners, Columbia Gas is to have the road paved at the conclusion of their work. Engineer Bortner contacted them and the work should begin no sooner than October 15, 2021.

CITIZEN'S COMMENTS: There were none.

The meeting was adjourned at 9:52 p.m.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
NOVEMBER 1, 2021

The Penn Township Public Works Committee convened on Monday, November 1, 2021, following Public Safety Committee Meeting at 7:26 p.m. Present were Chairman Black, Commissioners Brown, Cromer, Elksnis and Heiland. 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: There were none.

APPROVAL OF THE MINUTES: The minutes of the October 4, 2021 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Mr. Lenny Warren, 1052 Brian Lane, President of the Thornbury Hunt Home Owner's Association was in attendance to discuss the transition of ownership of the stormwater management area from J.A. Myers. They have conflicting information on the ownership of the stormwater management areas. The documentation they have is from 2015 and is not the most current. He stated that several of the lots have changed from the plan that they have. He has contacted J.A. Myers and was told their attorney would be in touch with the information, and to date he has not heard from them. Zoning Officer Smith reported the Township has the land development plans that have been recorded at the courthouse, and are most likely from 2015, and have not been notified of any changes.

Mr. Warren also reported that a property owner on Quartz Ridge had her property surveyed and discovered that she owns a portion of the stormwater management area. She was not aware of this at the time of purchase, and was not informed of the responsibility for the upkeep. She has asked the HOA if she can gut out the area and reseed. The water stream is backed up, mosquito infested, the side banks are eroded, and the sidewalk is already broken up.

Chairman Black recommended that Engineer Bortner and Zoning Officer Smith locate the most recent plans the township has, and begin from there.

GUIDE RAIL UPDATE: Engineer Bortner reported C.S. Davidson has advertised the invitation to bid documents for the project. The contract should be awarded at the Board of Commissioners meeting on November 15, 2021.

TRONE FAMILY TRUST LANDSCAPING AND BUFFERYARD: Engineer Bortner reported that he and Zoning Officer Smith visited the site with Hanover Land Services. The landscaping architect did a redesign of the bufferyard to address the area of the suburban residential area. The property is owned by Hanover Borough, and they are awaiting approval for installation.

PARK HEIGHTS BLVD. SCHEDULE: C.S. Davidson has scheduled the work in two phases. The first is replacing the culvert and opening to traffic, which must be completed prior to applying for the permits for the second phase for the realignment.

KAREN LANE BRIDGE: Engineer Bortner reported that the Karen Lane Bridge is not open at this time, but should be in the very near future.

STONEWICKE PHASE III BOND: Engineer Bortner suggested setting the bond amount for Stonewicke – Phase III at \$1,375,360.75. The Committee recommended setting the amount.

Chairman Black requested an update on the surplus equipment discussed at last months meeting. Manager Rodgers reached out to York County and they are interested in taking over ownership of the equipment and requested if there are any originating documents. The Township has not heard from West Manheim.

Chairman Black also requested an update on the shed that is located on Township Property. Engineer Bortner reported that he along with Shawn Garrett have begun surveying the property and estimating 99% of the shed is on the Township property.

Commissioner Elksnis requested someone be contacted to street sweep the roads around the construction work at Hanover Foods. Engineer Bortner stated he can reach out to them.

REVIEW OF CURRENT SUBDIVISION AND LAND DEVELOPMENT PLANS: Engineer Bortner gave the committee a review of the current Subdivision and Land Development Plans. Current Plans are:

- SL17-10 – Mustang Pointe
- SL20-09 – Pero Farms Hanover Facility LLC
- SL20-10 – Aquaphoenix Scientific Building Addition
- SL21-01 – Clover Lane Development (Stonewicke V)
- SL21-05 – Elsner Engineering Works
- SL21-07 – Stonewicke – Phase III
- SL21-09 – Porter and Warehime Property, BPR LLC
- SL21-10 – Conewago North Ridge Partners, L.P.
- SL21-11 – Brookside, LLC & Meadow Springs, LLC

The Committee thanked Engineer Bortner.

MS4 UPDATE: Manager Rodgers reported MCMs 1, 2 and 3 will be ready for review. Hanover Land Services has reviewed the pump stations, will visit the Fire Stations, and some of the outfalls in the near future with Engineer Bortner. The recent diesel spill was not in the MS4 area, but will be documented.

EXTENSION REQUESTS: Zoning Officer Smith submitted extension requests for SL17-10-Mustang Heights, SL21-01-Clover Lane Development, LP and SL21-05 Elsner Engineering Works, Inc. The Committee recommended approving the requests.

UPDATE OF 4 SCOTT STREET: Zoning Officer Smith reported they continue to monitor the property. The railing on the rear deck has not been repaired, a citation has been filed. Watermelons are piling up on the property. An email was received about raw chicken being thrown between the neighboring property, notification has been sent about sanitation. Sheriff Sale is scheduled for February 7, 2022.

RECREATION-CREATIVE PLAYGROUND: Manager Rodgers presented the plans forwarded from JMT for the Creative Playground Designs. The next step is to decide which company and design to use. Manager Rodgers stated no word has been heard regarding the grants that we applied for. Commissioner Brown stated that there is a budget meeting on November 9th, and would like to discuss the design and have a decision made to move forward as soon as possible. The Committee was in agreement.

Manager Rodgers reported the York County Rail Trail is looking for a Penn Township resident to be a part of their committee. Commissioner Black volunteered for the position.

OTHER MATTERS: Commissioner Brown stated that the Township has seen examples of the situation that Mr. Warren spoke about earlier in the evening. Developers are passing off the responsibility of the stormwater management areas to property owners who have no knowledge of ownership and the responsibility for the maintenance. Engineer Bortner stated that the situation is confusing. Chairman Black asked who owns the new subdivision land development plans. Engineer Bortner stated that typically it is the HOA. Chairman Black stated the upkeep and management is a struggle for the HOAs.

Commissioner Elksnis reported at the October Planning Commission meeting the Commission denied a land development plan regarding a proposed retaining wall. Commissioner Elksnis requested Engineer Bortner to look into the Ordinances to avoid these situations in the future. Engineer Bortner reported currently the Zoning Ordinance addresses retaining walls, as well as does the UCC, however, Stormwater Management does not.

CITIZEN'S COMMENTS: There were none.

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

Respectfully submitted,

Donna M. Sweeney,
Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
DECEMBER 6, 2021

The Penn Township Public Works Committee convened on Monday, December 6, 2021, following the Public Safety Committee Meeting at 7:27 p.m. Present were Chairman Black, Commissioners Brown, Cromer, Elksnis and Heiland. 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: There were none.

APPROVAL OF THE MINUTES: The minutes of the November 1, 2021, Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Mr. Karl Maynor, 134 Moore Drive. Mr. Maynor stated he has been before the Committee previously regarding his shed that is on township property. He cannot apply for a variance, and he cannot move the shed. He stated that he had a permit for installation of the shed fifteen years ago. Chairman Black asked if he had a copy of the permit, he does not. Zoning Officer Smith and Manager Rodgers stated that there is no record of the permit. The size of the shed is approximately twelve by sixteen. There was discussion of a possible easement, and Mr. Maynor maintain the shed, until he decides to sell the property, or lease the portion of land. All costs incurred would be at the expense of Mr. Maynor. The Committee will have to seek advisement of the Township Solicitor.

Mr. Paige Wingert, resides in Manheim Township, but owns a business in Penn Township. Mr. Wingert asked the Committee to consider the installation of a dog park. Mr. Wingert spoke about the benefits and possible locations in the Township. He is willing to make a donation towards the installation. Commissioner Heiland stated that he has had some residents show interest of a dog park, but added there has been very little preliminary discussions and the Township would need to research insurance and liability. Commissioner Elksnis stated that the Community parks have a no dog restriction, and is concerned with safety and maintenance. Commissioner Brown stated there is going to have to be a lot of research in upkeep, and how it is to be funded.

REVIEW OF BROOKSIDE HEIGHTS FENCE: Attorney Chris Naylor, Kyle Gillespie, and Mickey Thompson, Burkentine Builders, were in attendance to answer any questions the Committee had regarding the proposed fence for the Brookside Heights stormwater management retaining wall/basin area for Brookside Heights. Zoning Officer Smith presented the plans with the details of the two fence options. The first being an eight to ten feet wire mesh non-climbable fence, Mr. Gillespie added the company also offers a six-foot option. The second option is a six foot solid vinyl fence. The Planning Commission favored Option two, the six foot solid vinyl fence. The Committee agreed and favors option two.

Engineer Bortner stated the he has an issue with the bond for the plan. The Township currently has bonds for Phase three and Phase four in the full amount of the bond. Last year the Township approved the reduction on Phase three and in September reduced Phase four. He stated Phase four is not a concern, but would like the Phase three bond to remain at the full amount. Manager Rodgers asked if we could reverse the reduction, and send a letter stating the installation of the full bond amount of \$1,170,250.68. Mr. Gillespie stated that will not be a problem. The Committee made a favorable recommendation for approval for the plan with the fence and bond issues being addressed.

RIDGE AVENUE AND WILSON AVENUE BRIDGE GUIDE RAIL PROJECT: Engineer Bortner reported that bids were opened for the guide rail project and there was only one bid received. The bid price was twenty-two percent above the engineers estimate. C.S. Davidson checked with the lone bidder and found that the cost increase was due to a PennDOT requirement that was not factored into the estimate. The bid price is under what is budgeted. The Committee recommended approving the bid.

REVIEW OF CURRENT SUBDIVISION AND LAND DEVELOPMENT PLANS: Engineer Bortner gave the committee a review of the current Subdivision and Land Development Plans. Current Plans are:

- SL17-10 – Mustang Pointe
- SL20-09 – Pero Farms Hanover Facility LLC
- SL20-10 – Aquaphoenix Scientific Building Addition
- SL21-01 – Clover Lane Development (Stonewicke V)
- SL21-05 – Elsner Engineering Works
- SL21-07 – Stonewicke – Phase III
- SL21-09 – Porter and Warehime Property, BPR LLC
- SL21-11 – Brookside, LLC & Meadow Springs, LLC
- SL21-12 – Above & Beyond Christian Child Care Center

The Committee thanked Engineer Bortner.

AMENDMENT OF ORDINANCE REGARDING RETAINING WALLS: Manager Rodgers presented the Committee the amendment to Ordinance 843, eliminating the use of retaining walls in retention ponds. The Committee recommended adopting the amendment.

MS4 UPDATE: Manager Rodgers reported drafts for MCM 1,2,3 and 6 have been received for review and should be ready for approval in January.

EXTENSION REQUESTS: Zoning Officer Smith submitted extension requests for SL20-09-Pero Farms Hanover Facility LLC, SL20-10-AquaPhoenix Scientific Building Addition, SL21-07-Stonewicke-Phase III, SL21-09-Porter and Warehime Property and SL21-11 Brookside, LLC & Meadow Springs LLC. The Committee recommended approving the requests.

UPDATE OF 4 SCOTT STREET: Zoning Officer Smith reported the property is listed for Sheriff's Sale on February 7, 2022. There was a police report on November 28, while he does not know what the report was for, the Police Lieutenant reported that there was trash and garbage in the carport, and an odor coming from the house.

RECREATION-CREATIVE PLAYGROUND: Manager Rodgers reported they have a meeting with JMT on Wednesday to go over the Community Park Playground award, with George Ely Associates about ordering equipment, and labor issues. Commissioners Heiland and Elksnis will also be in attendance.

Chairman Black stated that he had attended the Hanover Trolley Trail Operating Committee quarterly meeting. They thanked Penn Township for opening event. There will be an event on April 30, 2022, a Walk for Water from Moul Avenue to Gitts Run Road. They will be moving forward with expanding the trail from Spring Grove towards York. There is an Open House on December 8, 2021 from 7-9 p.m. and the Commissioners are invited to attend.

OTHER MATTERS: Commissioner Brown reported he noticed work trucks by Park Heights Boulevard Bridge. Engineer Bortner reported that C.S. Davidson has been moving forward with the work on the Park Heights Boulevard culvert replacement project.

CITIZEN'S COMMENTS: There were none.

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

Respectfully submitted,

Donna M. Sweeney,
Township Secretary