

MINUTES  
PUBLIC WORKS COMMITTEE  
OCTOBER 7, 2024

The Penn Township Public Works Committee convened on Tuesday, October 7, 2024, meeting at 7:23 p.m., following the Public Safety Committee Meeting. Present were Chairman Baile, Commissioners Berlingo, Brown, and Elksnis. Also present were Police Chief Merwede, Fire Chief Clouser, Township Engineer Bortner, WWTP Superintendent Lank, Zoning Officer LeFevre, and Township Manager Sweeney. Commissioner Heiland was absent with notice. The following items were discussed:

ANNOUNCEMENTS: There were none.

APPROVAL OF THE MINUTES: The minutes of the September 3, 2024, Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

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

- SL17-10 - Mustang Pointe
- SL21-05 - Elsner Engineering Works
- SL22-01 - Water Street Four, LLC
- SL22-10 - 934 Baltimore Street – Cody Bentzel
- SL22-11 - Liberty Restoration & Construction, LLC
- SL24-03 - Holland Construction – 100 Blettner Avenue
- SL24-08 - Carroll County Christian Center, Inc. 889 Baltimore Street
- SL24-09 - Keel, LP – Spring Garden Street
- SL24-10 - 1085 Fairview Drive – John M. & Lisa A. Diehl

Township Engineer Bortner reported this month that two Subdivision and Land Development Plans may be recommended for approval: SL-2409 for Keel on Spring Garden Street and SL-2410 for John M. and Lisa Diehl at 1085 Fairview Drive. No additional plans were filed this month.

2025 PUBLIC WORKS BUDGET: Township Engineer Bortner reported that the township received the estimated liquid fuels allocation of \$530,000 for next year, and it is down over \$10,000 compared to last year's \$541,000. This does not affect the budget, but the trend is of concern. Engineer Bortner stated that he previously discussed equipment replacement, and roofing. He stated last year about \$70,000 was budgeted for street light replacement throughout the township at the intersections, Met-Ed has yet to submit the design. This item may have to be carried over into next year. Commissioner Elksnis mentioned that the township has a meeting with AFSCME regarding contract negotiations, he is hopeful that a resolution can be reached regarding wages.

57 WINIFRED DRIVE WAIVER REQUEST: The Committee received a request date September 9, 2024, from William Proctor for a waiver to section 513a (Easements, Width and Location) of the Subdivision and Land Development Ordinance for an installed fence and accessory building. Mr. William Proctor, property owner, reported that the fence and shed were unintentionally installed over a sanitary sewer easement. He explained that he followed HOA guidelines but was unaware he needed to contact the township for permits and of the easement itself. The committee expressed concern, noting that they have never granted such waivers due to the potential risks and costs associated with structures placed within an easement. They advised Mr. Proctor that the fence and shed must be relocated to comply with township regulations and suggested contacting the zoning officer for assistance in obtaining a permit and determining proper placement. While Mr. Proctor acknowledged the mistake and expressed his desire to comply, he noted the significant cost of moving the fence but committed to taking the necessary steps to resolve the issue. The committee requested the request be placed on the Board's meeting agenda.

STONEWICKE V, LOT 1 MODIFICATION REQUEST: Township Engineer Bortner reported Jason Boyles of J.A. Myers Building Development, Inc., submitted a request for a modification to the approved final subdivision plan for Lot 1 of Stonewicke V (SL 21-000001) to retain the existing garage and gravel driveway, which were originally slated for demolition. The shed was used for storage during construction but now, with a potential buyer interested in the lot, the request seeks to keep the structure. Zoning Officer LeFevre had contacted legal counsel and was advised to submit a letter of zoning determination stating that it was a pre-existing nonconformity, because it was already too close to the rear setback line, and that as long as they never expand or modify the structure itself, that it can continue on as an existing nonconformity. The planning committee, however, recommended denying the request, as the final plan required the removal to meet zoning setbacks.

MS4 UPDATE: MS4 Inspector Garrett reported the MS4 annual report was submitted, September 26<sup>th</sup>, and our next MS4 task force meeting is scheduled for Friday, October 11, 2024, at 12 noon.

EXTENSION REQUESTS: Zoning Officer LeFevre reported no extension requests for this month.

RECREATION-LION'S CLUB OF HANOVER SERVICE PROJECT AT YOUNG'S WOODS: The committee received a request from the Lion's Club of Hanover regarding a service project at Young's Woods. The Lion's Club holds their annual chicken barbeque at the pavilions and would like to refurbish the picnic tables at the four pavilions and the benches throughout the park as a service project. The committee had no issues.

OTHER MATTERS: There were none.

CITIZEN'S COMMENTS REGARDING THE DISCUSSION ITEMS: There were none.

The meeting was adjourned at 7:49 p.m.  
Respectfully submitted,  
Donna M. Sweeney, Township Manager