

MINUTES
PUBLIC WORKS COMMITTEE
JANUARY 6, 2020

The Penn Township Public Works Committee convened on Monday, January 6, 2020, following the Board of Commissioners' Reorganizational Meeting at 7:12 p.m. Present were Chairman Elksnis, Commissioners Brown, Felix and Heiland. 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 December 2, 2019 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

ENGINEER'S REPORT: None.

MS4 UPDATE: MS4 Coordinator Hirt reported she has been collecting data for the North Tributary Water Shed Study, working on the GIS data base and assisted with documenting and containing an illicit discharge due to a tractor trailer accident that happened earlier in the day.

EXTENSION REQUESTS: Zoning Officer Smith submitted extension requests for P04-25-South Heights, SL18-20-Stonewicke, and SL19-08-Mavis Tire-North Hanover. The committee recommend approving the request.

RECREATION: Commissioner Elksnis reported that the Recreation Board will be meeting on Wednesday to discuss moving forward with the replacement on the play structure at the Community Park.

OTHER MATTERS: None.

CITIZEN'S COMMENTS: None.

The meeting was adjourned at 7:15 p.m.

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
FEBRUARY 3, 2020

The Penn Township Public Works Committee convened on Monday, February 3, 2020, following the Public Safety Meeting at 7:55 p.m. Present were Chairman Van de Castle, Commissioners Brown, Elksnis, Felix, and Heiland. 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: An executive session will be held following the Public Works Committee Meeting.

APPROVAL OF THE MINUTES: The minutes of the January 6, 2020 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

ENGINEER'S REPORT: None.

LAND DEVELOPMENT PLANS: Engineer Bortner asked the Committee if they had any questions regarding any pending land development plans. He reported that a land development plan for 300 Beck Mill Road was formally filed in January.

IMPROVEMENT BONDS: Engineer Bortner reported on several bonds. Mavis Tire-North Hanover to be set at \$16,325.38, South Hills Golf Club improvement bond to be set at \$157,405.60. A final inspection was completed on Pinebrook-Phase 1, bond in the amount of \$18,871.88 is no longer needed. Pinebrook-Phase 2 bond which expires on April 29, 2020 may be reduced to \$1,625.25. A final inspection was completed on Heights Avenue, LLC, ACNB Bank, bond in the amount of \$5,513.71 is no longer needed. The Site Bond for Brookside Heights-Phase 3 in the amount of \$1,170,250.68, may be reduced to \$233,685.43. A final inspection was completed on Burkentine Plaza, bond in the amount of \$49,307.50 is no longer needed. The Committee recommended approving the bond amounts.

SURPLUS EQUIPMENT: Engineer Bortner reported that Public Works has surplus equipment that he suggests putting on Muncibid. A Case backhoe, a Valk plow, Frink plow, and a Sno-King plow. Manager Rodgers stated that this will need to be done by resolution. The Committee recommended moving forward.

EXCHANGE CLUB OF HANOVER: The Committee received a letter dated January 13, 2020, from the Exchange Club of Hanover requesting a waiver to the sign ordinance to allow for an electronic sign truck to advertise their annual Builder's Show to be held March 12-14, 2020. Mr. Bob Channell, President Elect of the Exchange Club was present to explain that the builder's show will be held at the former Weis Market on

Baltimore Street which sits quite a distance back from the street. A local advertising company has donated the use of an electronic sign truck to advertise the builder's show. Zoning Officer Smith explained that the electronic sign itself is not against the ordinance, it is the truck in which the sign is in. The ordinance states that "Vehicles shall not be parked in public view in any district when the purpose is to serve as a sign or advertisement". The committee recommended that he could get a stand-alone electronic sign, or ask if the business would be willing to cover up their name on the truck. If the business name is covered, no waiver would be needed. The Committee requested for Mr. Channell to keep them updated on the matter.

MS4 UPDATE: MS4 Coordinator Hirt reported she is sending off the North Tributary data, final GPS and measurements this week. Gannett Fleming will be working with the data, in setting up the model, and she hopes to hear back from them sometime in April. MS4 Coordinator Hirt also reported that she has been finishing up on the MCM5 which is the inventory of the best management practices, she has over 750 now on file. She now has a fully updated stormwater map for all commercial, residential and industrial developments since 2003.

EXTENSION REQUESTS: Zoning Officer Smith submitted extension requests for SL17-10 Mustang Heights, and SL19-07 Markets at Hanover. The Committee recommended approving the requests.

RECREATION: Manager Rodgers presented proposals from Leathers and Play by Design for the play structure at the Community Park. She is looking for recommendation on how the Committee would like to proceed. The solicitor advised that the project will most likely have to be bid, and with prevailing wage. She stated that the Play by Design meets most of the concerns of the Recreation Board, with the openness of the design and the visibility of children. She stated that the structure can be added to in the future if desired. Commissioner Heiland asked if the solicitor said if there were limits of what can be paid for out of the Recreation Fund, Manager Rodgers stated that he said the whole fund could be used if needed. Commissioner Heiland said after looking at the information there are other ways that people could donate, such as materials could be donated. Commissioners Elksnis stated the Recreation Board has talked about having the Public Works department dismantle the structure that is there now, but there is a concern about disposal of the materials. Commissioner Heiland suggested on deciding soon, as the original plans were to start build on the next off season. Commissioner Felix suggested that boards or plaques could be used to state donating individuals or companies. Commissioner Elksnis added that there might be some grants available. Manager Rodgers stated that any donations should be placed in a separate account so the contributions would be accounted for going directly to the project. Manager Rodgers stated that she would contact the solicitor to discuss moving forward.

OTHER MATTERS: None.

CITIZEN'S COMMENTS: None.

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

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
MARCH 2, 2020

The Penn Township Public Works Committee convened on Monday, March 2, 2020, following the Public Safety Meeting at 7:45 p.m. Present were Chairman Van de Castle, Commissioners Brown, Elksnis, Felix, and Heiland. Also present were Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, MS4 Coordinator Hirt, and Township Secretary Sweeney. Zoning Officer Smith was absent with notice. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the February 3, 2020 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

LAND DEVELOPMENT PLANS: Engineer Bortner reported that there were no new land development plans.

IMPROVEMENT BONDS: Engineer Bortner reported that the 1020 Baltimore Street, Billy J. & Sadie Kress improvement bond be set at \$131,069.40. The Committee recommended approving the bond amount.

DAVIS CIRCLE: Engineer Bortner reported there is currently a planter area in the middle of Davis Circle, making snow removal difficult. He would like to have the public works crew remove and pave the circle. Manager Rodgers informed the Committee according to the deed of dedication the property belongs to the township. Engineer Bortner would like to notify the residents to see if they have any objections to the removal. The Committee recommended that Engineer Bortner notify the residents.

BEAVER CREEK ROAD: Engineer Bortner reported there are several dead trees leaning towards the road on Beaver Creek Road that appear to be hazardous. Manager Rodgers stated that code enforcement has the property plans and will be sending notices to the property owners to remove the trees.

STREETLIGHTS FOR BREEZEWOOD PARK: Engineer Bortner reported that Breezewood Drive, Hufnagel Drive and Meadowview Drive are close to the top of the paving list. Lights are needed at two intersections; 2 Meadowview Drive, and 120 Hufnagel Drive. All township owned lights have been relocated, and utilities lights will need to be used. A request was placed with Met-Ed at a cost of \$4,000 for the two lights. The Committee made a favorable recommendation to the Board of Commissioners.

SHARRAH DESIGN GROUP, INC. WAIVER REQUEST: The Committee received a letter dated February 17, 2020, from Sharrah Design Group, Inc., requesting a waiver of Section 509.a of the Penn Township Subdivision and Land Development Ordinance specifically lot depths shall be not less than one nor more than two- and one-half times the average width. Commissioner Van de Castle stated his concern of the gas pipeline running under a driveway and between the houses, there is very short space to fit the house in. Commissioner Elksnis is concerned if the buyer will be aware of what their driveway will be sitting upon. Commissioner Van de Castle stated there is one odd lot at the end of the development that's long, if the lot was reassigned, they could avoid the gas line being under the driveway. Engineer Bortner stated that the same gas line does run through several developments. He has an issue with the way the lots were set up having a substantial elevation difference with the road and the gas line, so it made the lots relatively steep. If they eliminate some lots, they could widen up the lots and avoid the issue. Commissioner Brown and Felix opposed the request, and Commissioner Heiland requested to look at the plans after the meeting.

MS4 UPDATE: MS4 Coordinator Hirt reported she is working with Engineer Bortner, and Assistant to the Engineer Garrett to update and consolidate the GIS mapping information to one system and make accessible online when out in the field.

EXTENSION REQUESTS: Manager Rodgers submitted extension requests for SL19-15 South Hills Golf Course, and SL19-17 1020 Baltimore Street. The Committee recommended approving the requests.

RECREATION: Manager Rodgers reported that she had been in contact with Play by Design and is close to finalizing an agreement. The goal continues to be for a fall demo and spring construction. Commissioner Heiland reported that they have been discussing the idea of a "Kid's Kingdom" farewell event and fundraising kick off celebration at the end of the season. He has been in contact with vendors that may be willing to donate services for the event. Commissioner Felix asked if the old fencing could be saved. Commissioner Heiland stated that is in good condition and could possibly be used as fencing around the soccer field. Manager Rodgers said that she would like save the pickets from former commissioners and employees to be included as a possible memorial to the old playground. Commissioner Van de Castle suggested maybe hanging those pickets on the pavilion wall. Commissioner Heiland added that he has been in talks with the Chili Cook-off organizers. They had stated that to be considered for a donation from the proceeds the committee would need to provide volunteers to help with the event. Commissioner Heiland stated that he is also working on a pamphlet to break down the equipment cost. This would give donors the option to donate to specific areas of the equipment if they would desire.

OTHER MATTERS: None.

CITIZEN'S COMMENTS: None.

The meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
MAY 4, 2020

The Penn Township Public Works Committee convened on Monday, May 4, 2020 via an online meeting, following the Public Safety Meeting at 7:42 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, Public Works Supervisor Ortman, MS4 Coordinator Hirt, and Township Secretary Sweeney. Zoning Officer Smith was absent with notice. The following items were discussed:

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

APPROVAL OF THE MINUTES: The minutes of the March 2, 2020 Public Works Committee meeting were approved as submitted. There was no meeting in April, 2020.

CITIZEN'S COMMENTS: There were none.

ENGINEER'S REPORT: Engineer Bortner reported that William Ortman, the Public Works Supervisor is in attendance, and has been with the township for a little over a month. The committee welcomed him aboard.

Engineer Bortner reported brush and limb collection has begun, and has not been impacted by the current situation due to COVID-19.

Chairman Van de Castle asked if the public works equipment that was sold March was picked up. Manager Rodgers stated that we are waiting for the offices to reopen to arrange pickup of the items.

MS4 UPDATE: MS4 Coordinator Hirt reported she is working toward getting the GIS mapping information online with Assistant to the Engineer Garrett. She stated she is not sure how COVID-19 is affecting the MS4 permit, the item keeping us from getting the permit is the Chesapeake Bay Pollution Reduction Plan which is being handled at the county level. She will keep the committee updated. MS4 Coordinator Hirt reported that there was a spill last week, nothing entered into the storm sewer system. It was determined the bright blue liquid spill came from a Republic trash truck. DEP was contacted and assisted in contacting Republic. Hazmat sent a representative to retrieve a sample, and Republic had a crew conduct the cleanup.

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

OTHER MATTERS: There were none.

CITIZEN'S COMMENTS: There were none.

The meeting was adjourned at 7:55 p.m.

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
JUNE 1, 2020

The Penn Township Public Works Committee convened on Monday, June 1, 2020 via an online meeting, following the Public Safety Meeting at 7:35 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, Public Works Supervisor Ortman, Zoning Officer Smith, MS4 Coordinator Hirt, and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: Commissioner Brown read a summary of the public meeting guidelines.

APPROVAL OF THE MINUTES: The minutes of the May 4, 2020 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

ENGINEER'S REPORT: Engineer Bortner reported that paving will soon begin. He added brush and limb collection went smoothly.

MS4 UPDATE: MS4 Coordinator Hirt reported she is working toward getting the GIS mapping information online with Assistant to the Engineer Garrett. In the next few weeks she will be working on the privately-owned stormwater basins, and will have an update for the committee in the next few weeks. Coordinator Hirt stated she and Zoning Officer Smith visited a resident regarding an improper discharge of pool water into the street/stormwater system. Chairman Van de Castle asked what the proper way is to dispose of pool water. Coordinator Hirt stated that the proper way is to drain into the yard or flower beds so the water does not run off into the storm sewer or onto other property.

OTHER MATTERS: There were none.

CITIZEN'S COMMENTS: There were none.

The meeting was adjourned at 7:45 p.m.

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
JULY 6, 2020

The Penn Township Public Works Committee convened on Monday, July 6, 2020 via an online meeting, following the Public Safety Meeting at 8:09 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, Public Works Supervisor Ortman, Zoning Officer Smith, MS4 Coordinator Hirt, and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: Commissioner Van de Castle announced there will be an executive session following this evening's meeting.

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

APPROVAL OF THE MINUTES: The minutes of the June 1, 2020 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

BONDS: Engineer Bortner reported the performance bond for Stonewicke-Phase I in the amount of \$1,867,512.21 may be reduced to \$406,006.89, and the performance bond for Stonewicke-Phase II in the amount of \$732,560.90 may be reduced to \$217,294.28. The Committee recommended reducing the bonds.

KAREN LANE PROPOSAL: Engineer Bortner reported that an inspection takes place on Karen Lane Bridge every two years, and weight restrictions were placed on the bridge last year, tri-axle trucks are unable to cross. C.S. Davidson has submitted a proposal for the design work for the Karen Lane Bridge. The design cost is in the budget for this year. Engineer Bortner stated that he will have an estimate for the cost of work within the next few days and intends for the township to complete the work.

MUSTANG POINTE TIMBER LANE CONNECTOR: Engineer Bortner reported that the developer and DEP had a meeting and concluded that the township has no requirements to extend the road to the developer across the wetlands. DEP is recommending to keep it out of the development permit. Commissioner Van de Castle commented that the road was intended to alleviate cut through traffic on the school's property. Engineer Bortner asked the committee if Manger Rodgers should contact the solicitor for our options. The committee agreed the intended road is needed, and requested Manager Rodgers to contact the solicitor.

MS4 UPDATE: MS4 Coordinator Hirt reported expecting the results in a month or two for the North Tributary Study. She is meeting with the Public Works department next week to review the online GIS mapping data.

EXTENSION REQUESTS: Zoning Officer Smith submitted extension requests for P04-25 SL20-03 South Heights, SL18-20 Stonewicke, SL18-15 South Hills Golf Course, and SL19-17 1020 Baltimore Street. The committee recommended approving the requests.

OTHER MATTERS: There were none.

CITIZEN'S COMMENTS: There were none.

The meeting was adjourned at 8:32 p.m.

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
AUGUST 3, 2020

The Penn Township Public Works Committee convened on Monday, August 3, 2020 via an online meeting, following the Public Safety Meeting at 7:32 p.m. Present were Chairman Van de Castle, Commissioners Brown, Cromer, Elksnis, and Heiland. Also present were Township Manager Rodgers, Fire Chief Clouser, Township Engineer Bortner, WWTP Superintendent Mahone, Public Works Supervisor Ortman, Zoning Officer Smith, MS4 Coordinator Hirt, and Township Secretary Sweeney. The following items were discussed:

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

APPROVAL OF THE MINUTES: The minutes of the July 6, 2020 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

ENGINEERS REPORT: None.

MS4 UPDATE: MS4 Coordinator Hirt is adding and training additional users to the GIS mapping and data system.

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

OTHER MATTERS: Commissioner Elksnis reported that the building at the Community Park is in disrepair, the roof is in bad shape, and there are shingles coming off the side of the building. Manager Rodgers stated that twenty-five years ago, the intent was to use the building as a recreation center. Commissioner Heiland noted that the updates to the building for a recreation center is in the community park plan, but will be very costly. Engineer Bortner stated that the public works department has found the building very useful for much needed equipment storage. Zoning Officer Smith added the roof, windows and the doors are all in bad shape. The committee agreed to obtain quotes for the repairs.

CITIZEN'S COMMENTS: None.

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

Respectfully submitted,
Donna M. Sweeney
Township Secretary

MINUTES
PUBLIC SAFETY COMMITTEE
SEPTEMBER 1, 2020

The Penn Township Public Safety Committee convened on Tuesday, September 1, 2020, at 7:00 p.m. Present were Chairman Brown and Commissioners Cromer, Elksnis, Heiland and Van de Castle. Also present were Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: Chairman Brown read the announcement of the executive session that was held following the August 17, 2020, Penn Township Board of Commissioners Meeting.

APPROVAL OF THE MINUTES: The minutes of the August 3, 2020 Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

PROPOSED FIREWORKS ORDINANCE: Commissioner Brown reported that the committee received a draft ordinance in regards to the use of consumer fireworks, and opened the floor for discussion. Police Chief Hettinger stated that in section 1.12, the wording of "to permit the use" may be problematic. The committee suggested the wording to be changed to "to knowingly or unknowingly permit the use". Commissioner Elksnis questioned if the penalty is progressive. The committee agreed this ordinance is meant to be a deterrent, and suggested to change the offense to a strict penalty amount of \$500, plus fees. The committee recommended adopting the ordinance once the suggested changes have been made.

POLICE 2021 BUDGET PRESENTATION: Police Chief Hettinger presented an overview of the 2021 police budget. As it is proposed the total expenses will be \$4,789,892. They are proposing five new Ballistic Duty Vests, a new police computer server, data storage for the body cameras, and data encryption software. Two police cruisers are scheduled for replacement, and will need to be outfitted with new equipment, because the current equipment will not fit to transfer to the new vehicles. The committee asked questions regarding the budget items

REVIEW OF FIRE COMMISSION MEETING: Fire Chief Clouser reported the last Fire Commission Meeting was held on August 20th via online software. Subjects covered included the volunteer relief association, Penn Township and Hanover Borough's associations have merged to form the Hanover Area Volunteer Fire & Rescue Relief Association of York County. Chief Clouser had forwarded the information to the managers for when the state reports need to be submitted for funding. The annual volunteer solicitation has been mailed to the residents. The 2021 budget was submitted to the commission for review. There is a significant increase due to PTVES, which is currently in negotiations to join the commission, and therefore would not be invoiced as

a separate entity. Commissioner Brown expressed concern with the volunteer services owing a significant amount to the commission, and how that will affect the commission if/when they should join.

Chief Clouser stated that there is a grant available through the state fire commissioner's office that he applies to every year. This year they opened a second round to apply due to expenses incurred from COVID-19, up to December 31, 2020.

EXTENSION OF THE EMERGENCY DECLARATION FOR COVID-19: Manager Rodgers stated that the declaration began on March 16, 2020, and have extended it thus far, and the governor extended the declaration for the state for ninety days. The committee agreed to extend the Covid-19 Emergency Declaration.

OTHER MATTERS: None.

CITIZEN'S QUESTIONS TO COMMITTEE REGARDING DISCUSSION ITEMS: Mr. Jack Corriere, 114 Oak Hill Drive, commended the committee on the access of the past meetings held via the ZOOM online software.

The meeting was adjourned at 7:43 p.m.

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
OCTOBER 5, 2020

The Penn Township Public Works Committee convened on Monday, October 5, 2020, following the Public Safety Meeting at 8:05 p.m. Present were Chairman Van de Castle, Commissioners Brown, Cromer, Elksnis, and Heiland. Also present were Township Manager Rodgers, Engineer Bortner, Zoning Officer Smith, and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the September 1, 2020 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Mr. Elijah Fisher, 70 Bowman Road, was present to address the committee regarding a denied waiver request to place a fence within the easement on his property. Chairman Van de Castle informed Mr. Fisher that on the direction from the solicitor, the request is going to remain denied, as it goes against the zoning ordinance. Chairman Van de Castle added that even though his neighbors have fences within the easements area, those fence permits were issued in error under past management.

BONDS: Engineer Bortner reported the improvement bond for Brookside Heights, Phase IV, be set at \$580,286.41. The committee recommended approving the bond amount.

2021 BUDGET PRESENTATION: Engineer Bortner reviewed his proposed budgets for 2021. The Engineering budget remains about the same, with an increase in insurance. The public works budget includes increases in wages, and insurances. Capital outlay includes costs for a supervisor vehicle with plow, and a tilting coupler. Major Equipment includes the cost for a street sweeper. The storm sewer budget, account 436, includes repairs to Karen Lane, due to the weight restrictions placed on the bridge. Engineer Bortner stated that Bowman Road was originally done through a community block grant. The area is in need of repair. Engineer Bortner suggested that the township consider applying for another community block grant to obtain funds for this repair. Engineer Bortner stated the paver the township borrowed for work for this year broke down, and finding a paver to rent is very limited. He wanted to let the committee know that a paver may be something to consider in the future.

TIMBERLAND CONNECTOR: Engineer Bortner met with representatives from J.A. Myers as they have been waiting for three years for an answer to whether they can obtain a permit to cross the wetlands to extend Timber Lane. The Committee is requesting that the plan be submitted showing a future road even though J.A. Myers will not be building at this time. They will proceed with resubmitting the land development plans to the planning commission once comments from 2018 are addressed. Manger

Rodgers stated the solicitor requested if anyone on the committee would like to attend a meeting with DEP on why the township is requesting the road.

MS4 UPDATE: Manager Rodgers reported that MS4 Coordinator Hirt's last day was September 16, herself and Engineer Bortner are filling in. Ms. Hirt suggested having someone in place when the permit is obtained, possibly within six months or so.

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

OTHER MATTERS: Commissioner Cromer commented on the status in which the contractors have left the roads. Baugher Drive and Park Heights Blvd have been left in horrible condition.

Commissioner Brown reported on the condition of Oak Hill Drive, and the plan was to put off the paving until the sewer project was completed, however, with the project being pushed back something needs to be done. Commissioner Brown requested Engineer Bortner look into the matter.

CITIZEN'S COMMENTS: None.

The meeting was adjourned at 8:56 p.m.

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
NOVEMBER 2, 2020

The Penn Township Public Works Committee convened on Monday, November 2, 2020, via an online meeting, following the Public Safety Meeting at 7:33 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, 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 October 5, 2020 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

BONDS: Engineer Bortner reported that the improvement bonds for Whispering Run – Phase 2A for \$64,204.00 be reduced to \$45,590.00, Whispering Run – Phase 2B in the amount of \$228,866.00 be reduced to \$128,728.95, and Whispering Run – Phase 2C in the amount of \$118,179.82 be reduced to \$83,401.30. The committee recommended approving the bond reductions.

SWEEPER UPDATE: Engineer Bortner reported on the street sweeper. He checked into a hydraulic hose kit for the machine. Engineer Bortner added that A&H stated they have not experienced any issues similar to what we are having with the hydraulic hose on other machines. A&H is concerned with the hydraulic fluid that is in the machine. Engineer Bortner researched filters and fluids, and A&H can travel to the Public Works department to complete the work. The committee agreed to move forward with the repair work.

Engineer Bortner also reported an email was received Sunday evening regarding the signal timing at Baltimore Street & Wirt Avenue; Baltimore Street & Grandview Road; Baltimore Street & Meadow Lane; Grandview Road & Black Rock Road and Blooming Grove Road & Grandview Road. The designer was inquiring if anyone has heard any reports since the timing work has been completed. Commissioner Cromer stated that at intersection of Grandview Road and Black Rock Road only about two vehicles can go through at a time on the Black Rock Road side. Commissioner Van de Castle stated that may not be good with the busses during school travel. Chief Hettinger stated that he understood that the timing would be set to allow easier flow during school travel times. Engineer Bortner requested Chief Hettinger to have an officer check into the situation.

MS4 UPDATE: Manager Rodgers reported County Comment period has been opened and will remain so until November 19, 2020 on the county plan. The public hearing was held via an online meeting, Wednesday, October 28, 2020, with minimal comments from the public. After 30 days the plan will be sent to DEP, if no outside comments, the plans may be approved, anticipating a permit possibly during the first quarter of 2021.

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

OTHER MATTERS: None.

CITIZEN'S COMMENTS: None.

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

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
DECEMBER 7, 2020

The Penn Township Public Works Committee convened on Monday, December 7, 2020, via an online meeting, following the Public Safety Meeting at 7:17 p.m. Present were Chairman Van de Castle, Commissioners Brown, Cromer, Elksnis, and Heiland. Also present were Township Manager Rodgers, Police Chief Hettinger, 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 November 2, 2020 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

BONDS: Engineer Bortner reported that the improvement bond for High Pointe South Phase S-1 in the amount of \$2,743,635.40 be reduced to \$1,531,583.52, and a final inspection was completed on Mavis Tire – North Hanover and the Irrevocable Letter of Credit is no longer needed. The committee recommended approving the bond reductions.

ENGINEERING CONTRACTS FOR BANKERT AND BECK MILL ROAD CULVERTS: Engineer Bortner reported that he received contracts from CS Davisson for bridge repair. They are starting to submit DEP permits for Bankert and Beck Mill Road Culvert. The time and materials for the contract for the Bankert Road Culvert Replacement is \$34,200, and for the Beck Mill Road Culvert Replacement is \$33,500. The committee recommended approving the agreements and add to the Board of Commissioners Agenda.

MS4 UPDATE: Manager Rodgers reported that York County comment period ended November 19, and they reported receiving little to no comments in regards to the plan, and they are projecting to submit to DEP with in the next month and hoping to receive the permit sometime next year.

WAIVER REQUESTS: The committee reviewed waiver requests received from James R. Holley & Associates, Inc. for Mustang Pointe subdivision and land development plans:

Requested dated November 6, 2020:

- Section 506. e: (Distance Between Intersections)
- Section 508: (Blocks)
- Section 509.a: (Lot Layout in a Development)

Additionally, a request dated November 16, 2020:

-Section 509.a (Lot Layout in a Development) in regards to Lots 49 and 98.

Chairman Van de Castle updated the committee on the discussion from the Planning Commission Meeting held on December 3, 2020. He stated one of the waivers is requesting a street that would be more than a half a mile long, and a request for eleven blocks that would need a waiver for the minimum of block distance. Commissioner Elksnis suggested that they remove several lots to eliminate the need of the waivers for meeting the minimum and maximum block distance. Chairman Van de Castle added the original development plans from approximately 2006, included a plan for an extension of Timber Lane. This extension was removed from the current plans, eliminating an access to the development. Commissioner Heiland questioned the committee why there is an ordinance for block/street distance. Engineer Bortner stated that part of the ordinance states special consideration will be given to the requirements for satisfactory fire safety protection. Commissioner Van de Castle expressed concern of the route the Fire department would need to take, which would cause a safety concern for the residents. The committee recommended disapproving the waiver requests, and add to the Board of Commissioners Agenda.

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

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

OTHER MATTERS: None.

CITIZEN'S COMMENTS: None.

The meeting was adjourned at 7:35 p.m.

Respectfully submitted,

Donna M. Sweeney
Township Secretary