

MINUTES  
PUBLIC WORKS COMMITTEE  
JANUARY 5, 2026

The Penn Township Public Works Committee convened on Monday, January 5, 2026, meeting at 7:22pm, following the Public Safety meeting. Present were Chairman Baile, Commissioners Arnold, Elksnis, Heiland, and Rice. Also present were Police Chief Merwede, Fire Chief Clouser, Zoning Officer LeFevre, Township Engineer Bortner, Township Manager Sweeney, and Assistant Township Manager Klinefelter. The following items were discussed:

ANNOUNCEMENTS: There were none.

APPROVAL OF THE MINUTES: The minutes of December 1 2025, Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

ENGINEER'S REPORT:

- A. *High Pointe at ROJEN Farms South Phase S2, S3, S4 Bond Reductions:* Engineer Bortner recommended reducing the bonds to the following amounts:
  - a. *Phase 2 - \$66,808050*
  - b. *Phase 3 - \$130,681.50*
  - c. *Phase 4 - \$155,842.50*
- B. *Wawa Food Market and Fueling Station Bond Reduction:* Engineer Bortner recommends the release of the bond
- C. *Sheridan Press Bond Reduction:* Engineer Bortner recommends the reduction of the bond from \$304,621.20 to \$58,951.30.
- D. *Seven Brew Co-Application Agreement for a Highway Occupancy Permit for Enclosed Surface Stormwater Drainage Facilities: PennDOT is requiring the Municipality be the applicant for stormwater on Carlisle St for HOP Permit. Currently waiting on Solicitor to review a developers agreement that will ensure the developer takes responsibility for the stormwater going forward.*
- E. *Resolution for Eisenhower Drive Extension Project:* Engineer Bortner discussed the resolution PennDOT is requiring for a reimbursement agreement for the Eisenhower Drive Extension Project. This is common and does not recall PennDOT ever requiring reimbursement on prior projects. Commissioner Heiland Suggested the Township Solicitor review the agreement.

- F. Small Span Bridge Inspections Agreement: Inspections took place in 2019 and a few problem items were found. The public works department resolved all the issues that were found. Inspections started back up last year and do 4 at a time. This agreement is for the next group of bridges for inspections in 2026. It's recommended every 3-4 years to have the small span bridges inspected.*
- G. Review of Subdivision and Land Development Plans: The plan SL25-10 540 Westminster Ave was submitted for formal filing to the Township.*

CONSIDER A REQUEST DATED OCTOBER 22, 2025, FROM BURKENTINE BUILDERS REGARDING A MODIFICATION REQUEST TO A SWM BASIN FOR BROOKSIDE LAND DEVELOPMENT PLAN: Manager Sweeney said Burkentine requested to have this tabled until the February Public Works Committee Meeting.

MS4 UPDATE: MS4 taskforce meeting scheduled on 1/22/26 at 1:00pm

EXTENSION REQUESTS: SL25-07 – 299 Wirt Avenue – Blanca Barajas requested extension to April 20, 2026

RECREATION: There were none

OTHER MATTERS: There were none.

CITIZEN'S QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS: There were none.

The meeting was adjourned at 7:40pm.

Respectfully submitted,

Laura Klinefelter  
Township Secretary