

MINUTES
PUBLIC WORKS COMMITTEE
APRIL 6, 2026

The Penn Township Public Works Committee convened on Monday, April 6, 2026, meeting at 7:14pm, following the Public Safety meeting. Present were Chairman Baile, Commissioners Arnold, Elksnis, Heiland, and Rice. Also present were Police Chief Merwede, Fire Chief Clouser, 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 the March 2026 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS:

There were none.

ENGINEER'S REPORT:

A. Pero Farms Hanover Facility, LLC Improvement Bond:

Township Engineer Bortner reported that Pero Farms, located at 26 Industrial Drive, submitted a final plan. The improvement bond was calculated at \$75,225.81.

B. 55 Wilmar Avenue Improvement Bond:

Engineer Bortner reported that the improvement bond for the subdivision and land development plan at 55 Wilmar Avenue is \$29,286.40. This covers the stormwater facilities and the sidewalk discussed at last month's meeting.

C. Seven Brew Co-Application Agreement for a Highway Occupancy Permit for Enclosed Surface Stormwater Drainage Facilities:

Travis Odom of 7 Brew (64 Links Court) was present, and the project engineer, Moises Ladano, joined by telephone. Engineer Ladano explained that the revised plan eliminates all driveways along Carlisle Street and provides straight sidewalk across the property frontage, removing any future driveway connections. Stormwater will no longer be connected to the PennDOT inlet in front of the property. Instead, a level spreader will be used on the property, discharging stormwater into a vegetated area along the frontage once the existing driveways are removed and replaced with vegetation. This approach eliminates the need for a second Highway Occupancy Permit (HOP) to be submitted in the Township's name. The applicant has submitted the HOP in their own name and is awaiting PennDOT review. Access to the site will be from the adjacent shopping center, as PennDOT will not allow an entrance off Carlisle Street.

D. Met-Ed Easement Agreement for Pole Installation:

Engineer Bortner reported that Met-Ed submitted a request to install one new utility pole on Breezewood Drive as part of the Pinewood development. Breezewood Drive was relocated to ease a series of S-curves. The new pole and guide anchor would be placed on property that was formerly part of Breezewood Drive and is now owned by the Township. The new pole will allow the utility lines to cross Breezewood Drive at a more direct angle and at a proper height, rather

than the current configuration where lines span the road at a low and angled crossing. The engineer indicated no concerns with granting the easement.

E. Public Works Equipment – 1998 Mack Dump Truck:

It was reported that the new replacement dump truck ordered last year is nearing completion. The upfitter is nearly finished, and the truck will soon be sent to Western Star for final preparation. The 1998 Mack dump truck being replaced has been listed on Municibid for sale. Additionally, the 2006 F-350 utility truck previously listed on Municibid has received approximately 70 bids and is currently at \$6,300, with approximately 12 to 14 days remaining in the auction.

F. Review of Subdivision and Land Development Plans:

Engineer Bortner reported that Southwestern School District submitted a land development plan for Park Hills Elementary School at 137 West Granger Street. The plan involves handicap accessibility improvements and an expansion of a parking area on one side of the property.

MS4 UPDATE:

On April 1st, the Public Works Director and a foreman conducted inspections of township facilities, including the municipal center, recycle center, public works facility, sewer plant, and Clover Lane Fire Station for MS4 housekeeping and compliance purposes. They also checked various gradeway mowings throughout the township. Water samples were collected from outfalls that are consistently flowing, including two locations near Hanover Foods, one in the Colonial Hills area near Arlen Drive, one on Bryan Lane, one on Koala Drive, and one in North New Acres near the recreation area.

EXTENSION REQUESTS:

Zoning Officer LeFevre reported three extension requests, all of which are being extended while applicants address review comments until August 17, 2026:

SL 25-07 – 299 Wirt – Applicant is working on addressing comments and preparing plan changes.

SL 25-10 – 540 Westminster Avenue – Benjamin Myers – Applicant is working on addressing comments.

SL 26-01 – 55 Wilmar Avenue – Bonton Builders – Applicant is working on addressing comments.

RECREATION:

A. Cardinal Drive Playground:

The Public Works Director reported that the Cardinal Drive playground has been completed. The only remaining item is the delivery of garbage and recycling bins, which are being donated by Anthracite for this and several other township playgrounds. All other work at Cardinal Drive is finished.

The committee also briefly discussed pavilion quotes that are being gathered for the 2027 budget. The current plan is to order a prefabricated pavilion kit and have Public Works staff install it, which would save approximately 50% of the project cost in labor. One quote is still outstanding. A full update will be provided at next month's meeting.

OTHER MATTERS:

There were none.

CITIZENS' QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:

There were none.

ADJOURNMENT:

The meeting was adjourned at 7:31pm.

Respectfully submitted,

Laura Klinefelter
Township Secretary