

MINUTES
PENN TOWNSHIP PUBLIC WORKS COMMITTEE
JULY 6, 2026

The Penn Township Public Works Committee convened on Monday, July 6, 2026, at 7:11 p.m., following the Public Safety Committee meeting. Present were Chairman Baile, Commissioners Arnold, Elksnis, Heiland, and Rice. Also present were Township Manager Sweeney, Police Lieutenant Shearer, Fire Chief Clouser, Township Engineer Bortner, Zoning Officer LeFevre, and Township Secretary Miller. The following items were discussed:

ANNOUNCEMENTS:

There were no announcements.

APPROVAL OF THE MINUTES:

The minutes of the June 1, 2026, Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS:

There were no citizen comments.

ENGINEER'S REPORT:

Bridge Inspections: Engineer Bortner reported that bridge inspections were received for both the inspections paid by Penn Township and those paid for by the County. The first bridge is Ridge Avenue, which fared pretty well. The sufficiency rating is 99.6, with no recommendations. Blettner Avenue is another County paid inspection. The County is following state protocol. The sufficiency rating for Blettner Avenue is 86.6. Originally, Blettner Avenue had to be inspected every year and after any large storms but is now scheduled for inspection every two years. At one time, Blettner Avenue was considered scour critical. There is still a scour hole, but it is only six inches deep. A scour hole occurs when the channel is lower than the footers, meaning the channel is trying to get underneath the footers. If six-inch stone were placed in the hole, it would wash downstream. There is no way to address this scour hole at this point. The bridge deck does need a little bit of work. Karen Lane is the next bridge. This bridge was rebuilt not that long ago. The sufficiency rating is 98.6. There is a bump in the road that requires some pavement repairs, clean up, and wing wall patching. Barnhart Drive bridge, near Gitts Run Road, has two metal culverts. The concern is debris in the channel that needs to be cleaned up. The sufficiency rating is 99.9. The state requires inspections every two years for anything wider than 20 feet. The Township has been inspecting bridges less than 20 feet every four years. Penn Township paid for inspections of the bridges on Hickory Lane, Center Street, Beck Mill Road, and Flickinger Road. Flickinger Road was the only one that had any issues. This bridge is fairly narrow in order to remain within the right of way. A guide rail is recommended on this bridge and will be budgeted for next year. These four bridges have similar concerns regarding removing vegetation, roadway repairs, and sealing cracks. Brookside Heights is discussing the dedication of its streets. The bridge was inspected and is in good condition. This will become one of the bridges for which the County pays for inspections in the future. Mr.

Waltman stated that it is important to have these inspections and photographs in case reports need to be filed with FEMA.

Stonewicke V Street Dedications & Maintenance Bond: Engineer Bortner reported that Stonewicke V is actively getting ready to pave Clover Lane and a section of Maple. These sections are going to be dedicated to the Township. The deeds of dedication have been received for the streets and sewers. The bonding should be 10% of the construction cost which is \$67,364.90.

2026 Paving Projects: Engineer Bortner reported that the milling was completed by Kinsely, which submitted the lowest bid for milling through the Hanover Bid Consortium. Milling for the paving projects has been completed, and paving will start on Beck Mill Road tomorrow. Bowman Road is on hold until the water line gets installed for Mustang Pointe. Breezewood Drive now Deer Creek Drive and Hall Drive, need some base repairs with final paving next year. Clover Lane is getting paved now. They will start on Beck Mill Road and then move on to Gitts Run Road. West Granger will be done with Beck Mill Road. McAllister Street is on hold, and Park Heights Boulevard needs some storm sewer installed. Second Avenue is part of the Beck Mill Road project. The goal for next year is to complete Clover Lane from Baltimore Street to Beck Mill Road, and hopefully Park Heights Boulevard from Beck Mill Road to West Granger Street. Second Avenue to Clover Lane will be done this year and from Boulder Road to Grandview Road this year. The section from Clover Lane to Boulder Road will not be finished this year.

Triaxle Dump Truck: Engineer Bortner provided an update on the Township's tri-axle dump truck. Western Star called late last Wednesday to say the truck is ready to be delivered. The paperwork has been completed. The truck may be delivered by the end of the week.

HVAC: The air conditioning replacement originally budgeted for \$32,000 was completed for around \$27,000.

Recaulking the Building: The recaulking of the building is scheduled to start this month.

Equipment: The loader was delivered at the beginning of the year. The F-550 is scheduled to be upfitted by the end of the month and will hopefully be ready to go for National Night Out.

Review of Subdivision and Land Development Plans: Engineer Bortner reported that this was a slow month. The July Planning Commission meeting was cancelled. There were no new plans submitted. There are still some plans that are in process. There were no questions regarding the plans in process.

MS4 UPDATE: Engineer Bortner reported that Hanover Land Services, Inc. FY2027 MS4 Consulting Services Proposal has been received. MS4 is a permit on the fiscal year budget. The agreement has a quote of \$50,000 due to inflation, but we have never gotten close to \$50,000. We are just waiting for a new permit to come to find out what our responsibilities will be. As of right now we are still working with the same permit.

EXTENSION REQUESTS: Zoning Officer LeFevre reported the following extension requests:
SL25-07 – 299 Wirt Avenue – Blanca Barajas –The plan was recommended for approval, so they are waiting on whatever needs to be sorted out. This should be added to the Board of Commissioners meeting for July.

SL26-04 – 137 W. Granger St. – South Western School District – They are waiting for a decision from the school board on how they would like to move forward.

SL26-05 – 9 Industrial Drive – Belrose Group – They are addressing outstanding Township review comments and receiving NPDES approval letter from the York County Conservation District.

RECREATION:

Set date for 2027 Annual Easter Egg Hunt: Manager Sweeney stated that Kim is currently preparing the fall/winter Newsletter which contains the date for the Easter Egg Hunt. Easter is March 28, 2027. The Annual Easter Egg Hunt is set for Saturday March 20, 2027, at 9am with a rain date of Sunday March 21, 2027, at 1pm.

Set date for 2026 Santa on Fire Truck: The date was set for December 12th and 13th.

OTHER MATTERS:

There were no other matters.

CITIZENS' QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:

There were no citizen comments.

ADJOURNMENT: The meeting was adjourned at 7:41 PM.

Respectfully submitted,

Shannon M. Miller
Township Secretary