

MINUTES
PENN TOWNSHIP PUBLIC WORKS COMMITTEE
AUGUST 3, 2026

The Penn Township Public Works Committee convened on Monday, August 3, 2026, at 6:11 pm, following the Public Safety Committee meeting. Present were Chairman Baile, Commissioners Arnold, Elksnis, Heiland, and Rice. Also present were Township Manager Sweeney, Township Engineer Bortner, Zoning Officer LeFevre, Asst. to the Engineer Garrett, WWTP Superintendent Lank and Township Secretary Miller. The following items were discussed:

ANNOUNCEMENTS:

There were no announcements.

APPROVAL OF THE MINUTES:

The minutes of previous month's Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS:

There were no citizen comments.

ENGINEER'S REPORT:

Brookside Heights Phase 3 & 4 Dedications: Engineer Bortner reported that Brookside Heights is preparing the development for dedication. The Subdivision and Land Development Ordinance of Penn Township requires that, prior to dedication, the developer must submit to the Township a maintenance bond in the amount of 10% of the total construction costs for all improvements, such as those listed in Section 611 (S.614). The bond shall be in force for a period of eighteen (18) months. The purpose of the bond is to guarantee the correction of deficiencies that may arise following the Township's acceptance of the improvements. Engineer Bortner reported Brookside LLC shall deposit with the Township a corporate bond or other security acceptable to the Board of Commissioners in the amount of \$237,899.21 to cover the maintenance bond requirement for Brookside Heights Phases 3 & 4. The proposed dedication would include the remainder of South Center Street; Overlook Drive from Center Street to the Mordoff Hills development; Pacer Drive from Overlook to what will be Mustang Pointe; and from Overlook to Pacer.

An issue has arisen with the storm sewer system. When the utilities were installed, damage was done to the storm sewer pipes. The developer is obtaining the cost to line those pipes since the roads have already been paved. The Committee expressed concern with accepting streets with damaged storm sewer pipes and were adamant that the Township will not accept roads with broken pipes.

There was discussion regarding how the developer should repair the damage prior to dedication. The Committee discussed the option of the four 20-foot damaged sections to be replaced, the road

repaved prior to dedication, and the completed repairs to be inspected by the Township Engineer. The Solicitor will need to be contacted for counsel on how to proceed.

Stonewicke Dedications: Engineer Bortner reported that there was discussion on street dedication for Stonewicke last month, but dedication for sanitary sewer has not been received. There is potential for bond reduction to \$13,189, however, if the streets are not accepted the Township should not do the reduction. The sewers have been inspected, and everything is fine. The Commissioners would like to dedicate both at the same time. The Solicitor will be contacted for counsel on this matter as well.

COMMUNITY AID SIGN REQUEST:

Zoning Officer LeFevre reported that Community Aid submitted a sign permit application to replace the sign on the front façade of the building. The replacement is approximately 400 SF. The maximum square footage allowed by the Zoning Ordinance in the shop and commercial zone is 100 SF. Community Aid has since sent a letter requesting a waiver to allow an approximately 187 SF sign to replace the existing sign. The representative for Community Aid was not present to show what is actually being requested. The Committee requested further information and exact measurements prior to the Board of Commissioner's meeting. Zoning Officer LeFevre will reach out with the request.

MS4 UPDATE: Assistant to the Engineer Garrett reported that the next MS4 task force meeting is scheduled for August 20, 2026, at 1:00 pm.

EXTENSION REQUESTS: Zoning Officer LeFevre reported the following extension requests:
SL24-03 – 100 Blettner Avenue-Holland Construction –They are waiting on the tenant.
SL26-07 – Ridge Avenue – York Road Investments, LLC – They are working on their NPDES and Chapter 105 permitting.

RECREATION:

Hanover Lions Club Lending Library: A letter was received from the Hanover Lions Club requesting permission to install a library book lending box at Young's Woods. The box would be placed in the playground equipment area between the benches that they previously installed. The box is plastic composition, and they would supply the wooden post that it would sit upon. Once installed, the Lions will take responsibility for stocking the library books and maintain the box as part of their community service. The box is 25 inches wide, 12 inches deep and 25 inches high to the peak of the roof. Commissioner Baile and Commissioner Heiland discussed the possibility of the Township doing this at Young's Woods and Kid's Kingdom. The Commissioners would like the manager to reach out to see if the Lions would be interested in putting one at Kid's Kingdom as well.

OTHER MATTERS:

Update from Eagle Scout Project. Eagle Scout, Boden Maus is doing a community service project at Kid's Kingdom for his Eagle Scout Project. Last year benches were installed, this past spring he put in lilac and dogwood like trees. Boden is preparing a plaque for the memorial. The first option is a stone

or rock stand and the second is a metal stand. Boden said that he prefers the stone stand but wanted to see if the Commissioners had a preference. The stand is three feet tall, and the plaque will be either 10"X10" or 14"X14" depending on how many words he has on his plaque. The stand would need to be anchored on the concrete base that is already there. The Commissioners stated that it was up to Boden, but they liked the stone stand as well. Boden is calling the memorial Circle of Heros. The plaque will say "For our brave heroes who sacrifice their lives for our everyday, for the men and women who show dedication to the nation and community honoring and thanking our military and first responders past, present and future. With the year, his name and Eagle Scout troop number. Boden also put down some more dirt around the trees at Kid's Kingdom.

CITIZENS' QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:

There were no citizen's questions.

ADJOURNMENT:

The meeting was adjourned at 6:59 pm. Respectfully submitted,

Shannon M. Miller
Township Secretary