

MINUTES
PENN TOWNSHIP PUBLIC WORKS COMMITTEE
SEPTEMBER 1, 2026

The Penn Township Public Works Committee convened on Tuesday, September 1, 2026, at 6:41 pm, following the Public Safety Committee meeting. Present were Chairman Baile, Commissioners Arnold, Elksnis (by phone), Heiland, and Rice. Also present were Township Manager Sweeney, Township Engineer Bortner, WWTP Superintendent Lank, Zoning Officer LeFevre, Asst. to the Engineer Garrett, Township Secretary Miller, EMA Waltman, Chief Merwede, and Deputy Chief Wysocki. 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: Attorney Chris Naylor of Barley Snyder and Matt Flickinger from Burkentine were present to discuss the Brookside Heights dedications. There are two options to address the issue with the storm system. The first is to reline the system. The second is to dig up the paved streets and replace the storm lines. Attorney Naylor stated that they are looking for guidance from the Board. Engineer Bortner said that they have received drawings. Burkentine is proposing to use the same thermoform liner system that the Township used; therefore, Engineer Bortner's recommendation would be to reline the system. There will be an inspection and certification after completion of the relining. There are two Met-Ed streetlights that are not working and need to be repaired by Met-Ed. There are also some signs that need to be fixed. As far as the timing of the dedication, PennDOT's Liquid Fuels Program is from April 1 through August 31; the Township has never accepted streets outside of this timeframe. The Township always accepts streets and sewers together.

Subdivision and Land Development Plans: Engineer Bortner reported that the only new Subdivision or Land Development Plan is the one for 4373 Grandview Road that is on the agenda requesting a waiver.

CONSIDER A REQUEST FOR WAIVER FROM SECTION 405:

GHI submitted a letter dated July 30, 2026, on behalf of Ralph and Judy Jodice requesting a waiver to Section 405 of the Penn Township Subdivision and Land Development Plan. Section 405 requires all Final Plans to be drawn to a scale of 1" =50' or 1" =100'. The request is to prepare the plans at a scale of 1" =20' which allows the plan to be presented at a larger scale allowing the plan to be shown in greater detail. Engineer Bortner had no real concerns with the waiver, saying this requirement would likely be revised in the upcoming Ordinance revisions. The Committee

members expressed no concerns with the requested waiver and recommended adding it to the Board of Commissioners' Meeting Agenda for consideration.

2027 PUBLIC WORKS BUDGET:

Engineer Bortner touched on the highlights of the proposed 2027 budget. He started with Highway Aid and an increase in the budget for street signs and electricity for streetlights. Gasoline expenses will likely continue to affect the budget. He outlined paving projects scheduled for 2027, including Clover Lane, Centennial Ave, Janet St, Daugherty Dr, and Park Heights Blvd.

Engineer Bortner reported on a significant change to the proposed 2027 budget, with Fleet Enterprise recommending replacement of the 2021 Interceptor that Shawn uses, which would be around \$7,000 for the twelve months in 2027. Standard health insurance and union contract increases are also included.

Engineering services increased because of the six signals on Baltimore St and improvements to the corridor. A grant may be available for this project.

Fleet Enterprise is recommending replacement of vehicles T19-2015 F350, T6-2015 F550, T5-2016 F350, T1-2019 F350, and T18-2019 Explorer. The annual payment for all of those would be \$82,000. They are listed in order from oldest to newest. Enterprise recommends rolling these vehicles over so that the highest trade value is received. Engineer Bortner feels that if the Township is using Fleet Enterprise, then it should follow their recommendations. However, in 2024, Public Works created its own vehicle replacement schedule unrelated to Fleet Enterprise. The Board would like to consider both options before deciding on vehicle replacement for Public Works.

Engineer Bortner reported that the 2026 F660 still has not been received, and that money could become part of the proposed 2027 budget. The 2005 Mack tandem dump truck, tri-axle dump truck, and 2013 F550 dump truck are getting some age on them, which brings expensive repairs. Engineer Bortner recommends starting to replace them. Both vehicle supply and repair budgets have increased in the proposed 2027 budget.

Engineering services for bridge inspections have increased. The Bear Ave storm sewer is failing. Pipelining underneath the concrete at the intersection of York St and Wilson Ave is planned for 2027.

Engineer Bortner highlighted parts of the proposed 2027 Recreation Budget, including replacing doors at Young's Woods on the building where the restrooms are located. Quotes were received from Susquehanna Door and Markle Security. The proposed budget reflects Susquehanna Door pricing, which was less expensive than Markle Security. The doors would be put on timers to coincide with the park's hours of operation. Markle Security has a more expensive proposal, but the doors could be monitored through the security system. Also included in the budget is a proposal for installing ceilings in the restrooms. Soccer goals at other parks are experiencing wear and tear and need to be replaced. Also proposed for 2027 are adding ceilings to the pavilions at the Community Park, a new playground system at the Blue Spruce playground, and a 16' x 20' shelter at the Cardinal Dr playground. Based on available time and staffing, along with paving projects scheduled for 2027, the Public Works crew can likely complete one playground system and one ceiling project in 2027.

Based on tonight's discussion, the Board did not want to wait until next year to move forward with the security issues at Kids' Kingdom and Young's Woods. Therefore, those funds could be taken

from the 2026 Recreation Budget. The Committee recommended moving forward as soon as possible.

PennDOT said to expect a 5% decrease in Liquid Fuels funding in 2027.

MS4 UPDATE: Assistant to the Engineer Garrett reported an illicit discharge of hydraulic fluid on Radio Rd from an unknown source. It spread from Carlisle St. to High St. Absorbent material was put down, but it was pretty much baked into the road. It was later swept by public works. It was photographed and reported to Orman for the MS4 report.

EXTENSION REQUESTS: Zoning Officer LeFevre reported the following extension requests: SL26-02 – 770 Frederick Street and Hanover Pike-Homewood Living Ministries, Inc. while they work through agency reviews.

RECREATION:

Young's Woods Bathroom Repair/Renovations: This was part of the budget discussion. Engineer Bortner reported that during a recent storm a tree came down on an electric pole which fried pretty much everything, including the flush valves on the toilets. Repairs have been made. There is a tree service that is continuing to take trees down and clean up logs from previous tree removal by public works. The Committee recommended moving forward with all the repairs and renovations.

OTHER MATTERS:

There were no other matters to discuss.

CITIZENS' QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:

There were no citizen comments.

ADJOURNMENT:

The meeting was adjourned at 7:31 pm.

Respectfully submitted,

Shannon M. Miller
Township Secretary