

MINUTES
PUBLIC WORKS COMMITTEE
MAY 3, 2016

The Penn Township Public Works Committee convened on Tuesday, May 3, 2016 at 7:00 P.M. Present were Chairman Klunk and Commissioners Brown, Felix, Heilman, and Van de Castle. Also present were Township Manager Rodgers, Engineer Bortner, WWTP Superintendent Mahone, Highway Foreman Mahan, Zoning Officer Swanner, Assistant to the Engineer Garrett, and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: Commissioner Klunk read the announcements of the executive session held following the Board of Commissioners meeting on April 18, 2016. There was an executive session to discuss personnel issues after the May 2, 2016 Finance Committee meeting. There will be an executive session to discuss personnel issues after the Health & Sanitation Committee meeting.

APPROVAL OF THE MINUTES: The minutes of the April 5, 2016 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None

YORK COUNTY PLANNING COMMISSION PRESENTATION: Sharon Reynolds, Senior Planner with York County Planning Commission, introduced herself and thanked the Committee for having her. Ms. Reynolds said this presentation is being presented to all seventy-two municipalities in York County. She reviewed a map of watersheds in York County and explained how the water connects everyone. She then shared a map of impaired waters in the area specifically pointing out Penn Township. Ms. Reynolds reviewed the five main contributors to water pollution and addressed how the responsibility for cleaning the waterways has moved from Federal, State, County, and Municipal governments. Ms. Reynolds reviewed the process York County has followed so far to clean the waterways and how the YCPC has gotten to this point.

Ms. Reynolds reported that the cost estimate to comply with DEP's requirements ranges from \$42 Million to \$170 Million. She discussed how the regional stormwater authority feasibility study began and what the end result was. The feasibility study was conducted in 2014 and 2015 and the findings indicated that there is an interest in a collaborative approach to addressing stormwater issues. After sharing the goals, details and potential next steps of the regional stormwater authority, Ms. Reynolds asked for questions.

Commissioner Heilman commented that the \$42 - \$171 Million dollars required in York County is a significant sum. He asked if there is an end goal so everyone will know when the objective has been met. Ms. Reynolds will relay this concern to Mr. John Seitz and said that the goal is to have enough people together in the collaborative effort to relieve some of the financial responsibility from each municipality. The Committee thanked Ms. Reynolds for her time.

JOINT ZONING ORDINANCE: Engineer Bortner reported that information was received from Hanover Borough concerning the Joint Zoning Ordinance and Penn Township staff was not involved in the process. It is a request for quote and does not address Penn Township's needs. There is a checklist that the County handed out and it was not followed. Manager Rodgers reported that the RFP was completed by Hanover Borough and the Township did not receive a copy of it until it had been sent to the County and returned with comments. Commissioner Klunk would like to make sure Penn Township has a part in choosing the consultant. After discussion Commissioner Brown asked Manager Rodgers to set up a meeting with Hanover Borough to discuss the Joint Zoning Ordinance.

WELLSPAN SCOPING MEETING: Engineer Bortner reported that he and Manager Rodgers attended a scoping meeting at Penn DOT concerning the proposed WellSpan facility on Baltimore Street. He is concerned that WellSpan is requesting a traffic signal and does not want to maintain a signal that only accesses one property. Commissioner Brown said it was suggested, at a previous meeting with WellSpan, that they try to get some additional parcels tied in. Engineer Bortner pointed out that there are medical facilities of similar size in the Township and they do not have their own traffic signals. Commissioner Felix commented that there was a similar request for Amish Markets on Broadway and the signal was not allowed and the traffic is running fine.

BROOKSIDE HEIGHTS PHASE 3: Engineer Bortner reported that a land development plan was received for Brookside Heights Phase 3. The East side of the creek is now split into phases three and four. They will be building townhomes instead of the duplexes shown on the preliminary plan. The traffic study for the preliminary plan also showed Park Street connecting with York Street and Park Street has been eliminated. Engineer Bortner said this plan is similar to the plan for Brookside Heights Phases 1 and 2.

LOCALLY OWNED ROADS ON THE FEDERAL AID SYSTEM: Engineer Bortner reported that he attended an educational meeting for municipalities with locally owned roads on the federal aid system. He said that any work on these roads will have a different set of guidelines that have to be followed even if federal funds aren't being used to fund the project. Commissioner Brown asked how the roads were selected to be on the federal aid system and Engineer Bortner does not know. Engineer Bortner pointed out that any of the roads currently on the list could be put on the Transportation Improvement Program if we want to apply. They have agreements where the Township would handle the engineering and the federal government would pay for the construction. Planning would have to be done pretty far in the future because it takes a while before the money is approved.

Commissioner Heilman asked if the list of roads on the federal aid system is old and whether or not it can be reviewed and changed. Engineer Bortner said he hasn't looked into how it can be reviewed but will look in to whether or not there is a benefit to changing the list.

MUSTANG HEIGHTS TRAFFIC STUDY: Assistant to the Engineer Garrett reviewed traffic studies that he performed on Brad Drive, Friar Run, Nancy Street, and Sonny Street. The traffic studies showed the need for a stop sign heading North on Brad Drive and one heading North on Friar Run. Sonny Street will be a through highway travelling East to West beginning at Grandview Road and ending at the Sonny Street cul-de-sac. There will be a twenty-five mile per hour speed limit on Sonny Street, Nancy Street and Friar Run. The Committee recommended approval.

GHI WAIVER REQUEST FOR ST JOSEPH'S: Engineer Bortner read a letter dated April 22, 2016 from GHI on behalf of St. Joseph Catholic Church requesting several waivers. They would like a waiver of the Landscaping and Bufferyard requirements because the existing parking area was built in 2002 and passed the Zoning Ordinance at that time. They are also requesting a waiver of the fencing required around their existing Stormwater Management Basin that was installed in 1996. Commissioner Klunk stated that the current Zoning Ordinance is what matters since they are proposing changes. Zoning Office Swanner commented that this is similar to the situation at Hanover Wesleyan Church. They were required to put in the bufferyards. St. Joseph will have a different usage so this is the same thing. He said that he's already received calls from neighbors who are concerned with the cemetery going in and a waiver of the bufferyard would make it worse for those people since it's a commercial use in a residential zone.

Engineer Bortner said that the new ordinance calls for a fence around the detention pond and new plans follow the new ordinance. Commissioner Klunk asked how deep the pond is. Engineer Bortner said it's a two-tiered pond with the lower pond being relatively flat and the upper pond around five or six feet deep. Commissioner Felix said a child can drown in less water than that so the fence should be put up. Commissioner Brown is not in favor of any waivers on a project of this scope. Commissioner Van de Castle said there are events held in the woods next to the pond and it would be easy for a child to wonder over to the water.

Commissioner Felix said the Township has received complaints about the vehicle lights from the property owners to the East of the church. Commissioner Van de Castle believes the tree line behind the rectory should be increased. Commissioner Klunk said a bufferyard is needed. Penn Township Planning Commission will review at their next meeting.

RESIDENTIAL LIGHTING ORDINANCE UPDATE: Manager Rodgers reported that she is continuing to work on the residential lighting ordinances. She is separating the residential and street lighting into two ordinances so it will be easier to make changes in the future. Engineer Bortner added that he is still working on the intersection street lights that were previously discussed. He is not getting a lot of response from MetEd but they have agreed to remove two of the requested lights. Adams Electric has two lights in the warehouse that they will install on Bankert Road. There will be no installation cost and the monthly fee will be \$13.50 which is similar to what MetEd is charging. Commissioner Klunk asked how MetEd reacted to the Township's request to have street lights moved. Engineer Bortner spoke with their street light person and did

not get the indication that they are interested in moving lights but will continue to work with them.

ADOPTING STREET/SEWER FOR CROSSWINDS ASSOCIATION: Manager Rodgers reported that the sewer deed has been executed but not yet recorded. WWTP Superintendent Mahone has TV'd the sewer lines and they are acceptable. Manager Rodgers has a draft bond and the executed rider and is expecting the executed original bond tomorrow. The Committee recommended approval.

The following extensions were reported on:

P01-28 High Pointe South: Zoning Officer Swanner reported that the plan submitted for High Pointe South did not address staff comments and was returned to them. They are requesting an extension until August to address the comments.

P15-13 Hanover Wesleyan Church: Zoning Officer Swanner reported that this has been approved but the bond is still needed.

P15-16 Heights Avenue: Zoning Officer Swanner reported the bond is the last thing needed for this plan. Commissioner Klunk asked if the bond will be received prior to the Board of Commissioners meeting on May 16, 2016 and Zoning Officer Swanner said it may.

CREATIVE PLAYGROUND: Manager Rodgers reported that the creative playground was inspected and we are waiting on the final report. Highway Foreman Mahan has made the corrections that were required immediately, including replacing the extension bridge with a straight platform bridge. The inspector indicated that the playground has not outlived its useful life but is probably five to seven years away. He highly recommended it be sealed which will require it to be closed for two weeks. It can wait until September or October if we'd prefer to wait until the kids are back in school. He didn't see anything structurally wrong with the playground. Commissioner Klunk said it needs to be sealed as soon as possible even though it will need to be closed. Manager Rodgers will order the recommended sealant. She noted that it has to be hand sealed and it may be hard to find someone willing to do it by hand. She will send out an RFP.

Manager Rodgers asked the inspector if we can use any of the existing equipment when the time comes to replace it. He indicated that some of the existing pieces could be incorporated in to a new playground. The new theory for playgrounds is to keep things open so that children are more visible to their parents and the current creative playground is very enclosed. He also told her about new equipment that is popular like climbing walls and zip lines. There is room to expand out if we choose to make the area larger.

REQUEST FOR PROPOSAL: Manger Rodgers reported that she received two RFP's. YSM Landscapes and Architects out of York PA offered four options. The Community Park Master Site Development Plan for \$29,950, Community Park and

Young's Woods Master Site Development Plan for \$43,225, the Community Park Master Site Development Plan with modified scope of work for \$21,385, and the Community Park and Young's Woods Master Site Development Plan with modified scope of work for \$29,145. The modified scope of work would exclude maintenance, operating costs, and revenue and plan narrative report. JMT out of York, PA offered three options. Community Park for \$28,535, Young's Woods for \$23,335, and both parks for \$28,535. It is less expensive to do both parks because all the work is being done at one time, cutting the work in half. Commissioner Klunk asked if there is at time frame for the RFP's. Manager Rodgers said they are locked in for seventy-five to ninety days for the quote. This will be further discussed at future meetings.

OTHER MATTERS: None

The meeting was adjourned at 8:22 P.M.

Respectfully submitted,

Angela M. Hallett
Township Secretary