

MINUTES  
PUBLIC WORKS COMMITTEE  
JUNE 7, 2016

The Penn Township Public Works Committee convened on Tuesday, June 7, 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, Assistant to the Engineer Garrett, and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: Commissioner Klunk announced there was an executive session to discuss personnel issues and possible land acquisition after the June 6, 2016 Finance Committee meeting.

APPROVAL OF THE MINUTES: The minutes of the May 3, 2016 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None

16 EARL STREET SIDEWALK WAIVER REQUEST: Engineer Bortner read a letter dated May 20, 2016 from Robert Hemler, Sr. for a waiver of sidewalk requirements at 16 Earl Street. He said policy states sidewalk should be installed where there's a curb. Commissioner Klunk said the Penn Township Planning Commission recommended denial of the request. The next street over from Earl Street has two newer homes with sidewalk installed. Commissioner Brown asked if there is any other sidewalk on the street and Engineer Bortner said no but there is some in the development. Commissioner Klunk said it's easier to include the cost of sidewalks in the construction loan than to come up with the money all at once at a later date. Commissioner Brown asked if we will require sidewalk on Earl Street in the future. Commissioner Klunk said it's something that will be reviewed at some point. Commissioner Brown asked if there's a history of approving requests like this and Commissioner Klunk said requests have been approved in the past. Commissioner Van de Castle said we should be encouraging people to walk off of the street.

Mr. Hemler, 16 Earl Street, said he made the request because there are no other houses on the street with sidewalk and he thinks it will look odd. Commissioner Van de Castle asked if he's building the house to live in or to sell. Mr. Hemler said he intended to live in it but now he's going to have to put steps in so he may not want to live in it. After discussion the Committee recommended denial of the request.

ST. JOSEPH CATHOLIC CHURCH WAIVER REQUEST: Engineer Bortner read a letter dated May 17, 2016 from GHI Engineers on behalf of St. Joseph Catholic Church requesting partial relief from landscaping and bufferyard requirements. Commissioner Klunk explained that Mr. Sciukas, 1141 Brian Lane, was present at the Penn Township Planning Commission meeting on June 2, 2016 and requested not to have trees planted behind his property. He had a petition signed by two adjoining property owners requesting the same. For this reason the Planning Commission approved the request with a total of eight trees to be planted on the East side of the church, ending at the parking lot, and none on the West side, as previously requested by Allen Smith. Manager Rodgers asked if this would affect the bond amount. Engineer Bortner said he set the bond amount with the assumption that the Planning

Commission's recommendation would be approved. He said there were other assumptions made as well because the traffic study is still outstanding. If the traffic study shows that changes need to be made the changes will not be reflected in the bond amount. After discussion about the traffic study the Committee decided to talk about the bond at a later date. The Committee recommended approval of the landscaping and bufferyard request.

SALE OF 1999 F350 TRUCK: Engineer Bortner reported that the two trucks he ordered are at the outfitters now and he'd like to sell the 1999 F350. The Committee recommended approval.

LOCALLY OWNED ROADS ON THE FEDERAL AID SYSTEM: Engineer Bortner reported that any road that is more than a local road becomes part of the Federal Aid System. Once a road is on the federal aid system money can be requested for maintenance. The concern raised at the May Public Works Committee meeting is that the roads haven't been reviewed in a number of years. Engineer Bortner shared a list of roads that may need to be reevaluated. WWTP Superintendent Mahone asked what the definition is for a local road. Engineer Bortner said once a road reaches a certain Average Daily Trips (ADT) number there's a possibility of it becoming more than a local road. Commissioner Heilman asked what the downside would be to having the roads reviewed. Engineer Bortner said setbacks increase if it's a highway vs a local road and zoning uses are different. If federal money is being used for road maintenance there are different standards, but that's not necessarily a downside. Commissioner Klunk said it's our decision what goes in the Zoning Ordinance so setbacks can be changed. The Committee advised Engineer Bortner to move forward with having the roads reviewed.

MET-ED STREET LIGHT UPDATE: Engineer Bortner reported that he is still working with Met-Ed on the street lights. To date a light on Carlisle Street at Radio Road that is physically in Hanover Borough has been removed from our bill, a light on McAllister Street at Mount Royal is physically in Penn Township and has been added to our bill, and two lights in Youngs Woods are no longer being paid through highway aid. The next step will be moving the lights at the old Township building on York Street, a light on Ruel Avenue facing A2Z Motors, and lights at the old Public Works building on Spring Garden. The easiest place for Met-Ed to move them to will be an intersection that has a pole and a transformer on the pole. Commissioner Klunk said it's good to know what we're paying for.

Engineer Bortner said DEP recommended we ask Met-Ed to switch lights from high pressure sodium to LED. Since then Met-Ed has gone to the Public Utilities Commission and requested a price change for LED lights that will make them the same or more than the high pressure sodium. Commissioner Klunk said they will likely compromise with something in the middle on the rate increase so we can wait and see what happens.

BROOKSIDE HEIGHTS PHASE III: Engineer Bortner reported that Brookside Heights Phase III has gone to duplexes from multifamily and they are not extending Park Street.

WELLSPAN: Engineer Bortner reported that Wellspan filed a plan. Commissioner Klunk said Wellspan was at the June Planning Commission meeting. There is an entrance in the front of the building and one in the back. The second entrance will be necessary for public safety and traffic flow. The traffic study is not yet completed but some time should be

spent reviewing it once it's available. WWTP Superintendent Mahone said their original plan showed a parking lot over the sanitary sewer line and that will need to be changed.

CENTER STREET AND YORK STREET SIGNAGE: Engineer Bortner reported that a resident from Brookside Heights called to say the sign for Center Street on York Street doesn't indicate South Center Street. The Committee recommended changing the sign.

BREEZEWOOD DRIVE TRAFFIC STUDY: Assistant to the Engineer Garrett prepared a No Parking traffic study for Breezewood Drive. The Committee recommended approval.

SOUTH WESTERN SCHOOL DISTRICT WAIVER REQUESTS: Engineer Bortner read two requests dated May 26, 2016 from South Western School District. The school would like to install a restroom facility at their stadium. There was an approved plan in 2007 showing restrooms and they are proposing to install in the same vicinity. They are also requesting to pave some existing gravel walkways. The Committee recommended approval of the waiver requests.

The following extension was reported on:

P15-14 – Hanover Storage, LLC. Manager Rodgers reported that Hanover Storage is working on finalizing the design and will address comments.

YOUNG'S WOODS PAVILION REQUESTS: Manager Rodgers reported that two residents rented pavilions at Young's Woods and are requesting a refund of the rental fee. The first rented pavilion two on May 22, 2016 and said all of the picnic tables were outside of the pavilion and too wet to be used. The second rented pavilion one on May 21, 2016 and the breaker was switched off so they had no power. After discussion the Committee recommended denying both requests.

COMMUNITY PARK READING EVENT: Manager Rodgers reported that the first reading at the Community Park was held today at 10:00 A.M. and there were over thirty children in attendance.

CREATIVE PLAYGROUND: Manager Rodgers reported that Play By Design submitted a report on the creative playground. There were no major issues reported. They suggested power washing and sealing. Highway Foreman Mahan has started working on the recommended repairs. Manager Rodgers said the playground is in fairly good shape and these repairs will make it last a while longer. Commissioner Klunk asked if the power washing needs to be done before the sealing. Manager Rodgers said we'll do the repairs first then the power washing and sealant. Engineer Bortner said the power washing will need to be done a while before the sealing so it can dry. WWTP Superintendent Mahone said they can start power washing in sections if portions of the playground can be blocked off. A good power washing will take a while to complete and Superintendent Mahone would like Foreman Mahan to start sooner rather than later.

RFP: Manager Rodgers reported that she reviewed RFP's from YSM and JMT. Commissioner Heilman asked which company has done work with playgrounds that we're familiar with. Manager Rodgers said YSM has done more work in the area. Their cost would

be \$43,225 or \$29,145 for the modified scope of work. YSM did a playground for Shrewsbury and Springettsbury Township and JMT did one for York Township. Commissioner Klunk said he sees good in both companies. YSM is a smaller firm and will partner with others for additional services and JMT is a large firm that can do everything in house. He said JMT will do the work for less than YSM's modified scope. JMT had an additional fee for the barn. Manager Rodgers is not opposed to getting rid of the barn. Commissioner Heilman asked what the barn is used for and it's being used for storage right now. Commissioner Klunk said the original plan was to use it for a community room and restrooms. Engineer Bortner said the storage space is needed. The Committee recommended approval of the JMT proposal.

GEOTRAIL: Manager Rodgers reported that the geotrail is active. Commissioner Van de Castle asked how many sites there are and there are two in Penn Township.

CITIZEN SERVE: Manager Rodgers reported that she can purchase a file for \$150 from York County that will be compatible with Citizen Serve. The file can then be updated with the realty transfer sheets. Manager Rodgers spoke with York Township and they were unable to use the file because they have more than one zip code and it caused problems. Since Penn Township is in one zip code we shouldn't have the same problem. Commissioner Heilman asked what the value is in purchasing the file. Manager Rodgers said it contains all of the parcels and parcel data to be automatically loaded in to Citizen Serve. We have the information but it's not in the data format Citizen Serve needs. The committee recommended approval.

LINE PAINTING: Engineer Bortner reported that line painting will be done June 9<sup>th</sup> and June 10<sup>th</sup>.

The meeting was adjourned at 8:13 P.M.

Respectfully submitted,

Angela M. Hallett  
Township Secretary