

MINUTES
PUBLIC WORKS COMMITTEE
DECEMBER 5, 2017

The Penn Township Public Works Committee convened on Tuesday, December 5, 2017 at 7:00 p.m. Present were Vice Chairman Van de Castle and Commissioners Brown, Felix, and Heilman. Also present were Township Manager Rodgers, Engineer Bortner, WWTP Superintendent Mahone, Interim Zoning Officer Garrett, and Township Secretary Hallett. Commissioner Klunk was absent with notice. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the November 7, 2017 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

RECREATION REPORT FROM JMT: Andrew Mears from JMT introduced himself as a landscape architect along with Ann Toole who is a parks and recreation planner. They have been working with the Master Plan Committee to create a plan for use of the Penn Township Community Park and Youngs Woods Park. Mr. Mears explained the process they have gone through to create the master plan, including discovery, analysis, engagement, vision, recommendations and final master plan. After meeting with the Master Plan Committee, the public and students from Southwestern High School the following key recommendations were made: plan for the replacement of Kid's Kingdom playground, address accessibility and circulation within parks, investigate alternatives for repurposing of the existing community building, tree and vegetation management, revise the field allocation policy, need for additional parkland, implement recommendations of the York-Hanover Trolley Trail feasibility study, and expand the parks to provide additional active and passive recreation while maintaining the unique character of each park. Mr. Mears described some recommended changes to each park. At the Community Park they are recommending the installation of a picnic grove and a picnic node with a small pavilion, bocce courts, horseshoe courts and picnic tables. They are also recommending a sidewalk extension along Tyler Drive connecting the park to the adjacent neighborhood, open lawn space, a new pavilion in addition to the one in the picnic node, additional parking, a basketball court, a multipurpose field, wildflower meadows, and an additional youth baseball/softball field. At Youngs Woods they are recommending the unique character of the park be preserved as much as possible. They would like to add additional parking spaces, a new group pavilion, meadows, border fencing along the western boundary, a formal picnic unit, a natural playscape with treehouse, and a more prominent sign. For both parks they recommend making the facilities ADA accessible.

Mr. Mears explained that they are recommending the replacement of Kid's Kingdom playground because the lifespan of this type of playground is twenty to twenty-

five years. The playground also costs a substantial amount of money to maintain. They are recommending an advisory committee be established for the design of a new playground.

Carol Lee, 23 Boulder Road, had concerns about the noise coming from the new baseball/softball field at the Community Park. Her home is directly behind the proposed field. Mr. Mears told her there would be an eighty foot buffer between the field and the property line and an evergreen screen would be planted. She also had questions about lawn maintenance at the park and they were answered.

Commissioner Van de Castle asked if the ball fields will be lighted and they will not. Commissioner Brown asked if they are recommending the Township hire additional staff to manage the rental of the ball fields. Ms. Toole said there are a couple of options. One would be to look into a multi-municipal parks and recreation program. She said there are grant funds available to help with this. The other option is to hire a part-time staff to manage functions that are really important. When you invest in a person to do this kind of work you are doing it with the expectation that they will raise funds and recover costs. Commissioner Brown asked what the timeline is for the recommended changes. Mr. Mears said they are recommending a phased project. The playground alone could take two to three years. The next steps in the process will be for JMT to address any comments and then present the master plan to the Township for adoption.

YORK COUNTY PLANNING COMMISSION MANAGEMENT PROCESS SIGNAL TIMING PROJECT: Engineer Bortner reported that YAMPO is proposing a signal timing project and Penn Township will be first on their list.

KAREN LANE BRIDGE POSTING: Engineer Bortner reported that the Karen Lane bridge was inspected by C.S. Davidson and they recommended a weight limit be posted. It was decided that keeping weight off the edges of the bridge would be adequate and Engineer Bortner is planning to put a concrete barrier on the edges of the bridge. This will be the next project on his list, pending weather obstructions.

RAIL TRAIL MAINTENANCE AGREEMENT: Manager Rodgers reported on a maintenance agreement with the York County Rail Trail Authority. The proposed agreement lists the Township's responsibilities as mowing, herbicide treatment, brush cutting, security & law enforcement, and appointing a representative to serve on the Operating Committee. The Committee recommended approving an agreement with York County Rail Trail Authority.

IMPROVEMENT BONDS: Engineer Bortner reported on five improvement bond reductions. He and Interim Zoning Officer Garrett performed inspections on Hanover Storage, Heights Avenue, Pinebrook Phase 2, Brookside Phase 1, and Brookside Phase 2 and recommended bond reductions. The Committee recommended approving all five bond reductions.

WAIVER REQUEST FROM GHI FOR 1040 BALTIMORE STREET: The Committee received a letter dated October 17, 2017 from GHI requesting two waivers for 1040

Baltimore Street. The first request is for a waiver of buffer requirements and the second is for a waiver of fencing requirements. They would like to use the existing tree line buffer along the adjoining Borough of Hanover property instead of installing a berm and evergreen buffer on their property. They would also like to use a seventy-two inch chain link fence with privacy slats in place of the required sixty inch open or closed wood fence. The Committee discussed the requests. This will be discussed at the Planning Commission on December 7, 2017.

EXTENSION REQUESTS: Interim Zoning Officer Garrett reported on an extension request for SL17-13 – Burkentine Plaza Units 7&8. The Committee recommended approving the request.

OTHER MATTERS: Manager Rodgers reported that Engineer Bortner had a preliminary meeting on the Mustang Pointe subdivision and land development plan. DEP suggested a letter be written by the Township explaining the need for a road extension through a wetlands area. After discussion the Committee instructed Manager Rodgers to draft a letter to DEP explaining the need for the road.

The meeting adjourned at 8:04 p.m.

Respectfully submitted,

Angela M. Hallett
Township Secretary