

MINUTES
PUBLIC WORKS COMMITTEE
JANUARY 3, 2012

The Penn Township Public Works Committee met in public session on Tuesday, January 3, 2012 at 7:55 PM following the Finance Committee meeting. Present were Chairman Goldsmith and Commissioners Klunk, Prieber, Heilman, and Felix. Also present were Manager Garvick, Township Engineer Bortner, Highway Foreman Mahan, WWTP Supt. Mahone, Police Chief Rhodes, Fire Chief Cromer, and Administrative Assistant Rodgers.

ANNOUNCEMENTS: None.

APPROVAL OF MINUTES: The minutes of the December 6, 2011 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

ENGINEER'S REPORT: North Point Plaza is requesting a modification to the entrance along West Eisenhower Drive. The North Point Plaza was redeveloped in 2010 and 2011 at which time they requested three entrances along West Eisenhower Drive but were denied the request because the Zoning Ordinance allows only two entrances to a parcel along the same street. There was an entrance into the shopping center along West Eisenhower Drive in Penn Township and also one further west along West Eisenhower Drive in Conewago Township. The developer was okay with only these two entrances, utilizing the one located in Penn Township as its main entrance, installing a pylon sign as well as the needed improvements.

Karen Martin, property manger for LMS Commercial Real Estate Development, stated that PennDOT has informed them that left hand turns will no longer be allowed into the shopping center from West Eisenhower Drive. She is requesting to add an additional entrance in Penn Township along West Eisenhower Drive to allow access to the shopping center from either direction. This will bring the plan back to the originally requested three accesses. However, the access closest to Carlisle St. would be a right-in, right-out only. They have redesigned the main entrance to alleviate the stacking problem and will will make sure that the travel lane is not a straight lane through the intersection in the development by installing a curb stop which will create an enclosed parking area that can be used by employees or customers. Engineer Bortner was not sure what legal ramifications there were to reviewing the development of the center to include the part of the property located in Conewago Township. They will be filing a plan to request the additional entrance to the Township.

WILLIAMS GAS PIPELINE: Manager Garvick reported that he, along with Fire Chief Cromer and Engineer Bortner, met with representatives from Williams Gas Pipeline regarding a proposed 36" high-pressure natural gas line. He stated they provided additional information regarding their proposed project in the northern portion of the Township. There was some discussion about whether or not the future rights-of-way for this gas line would conflict with Penn's plans to install sanitary sewer in the same area. Williams indicated that they would be back in touch with the Township as the project progresses.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS: None

The meeting was adjourned at 8:14 PM.

Respectfully Submitted

Kristina J. Rodgers, Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
FEBRUARY 7, 2012

The Penn Township Public Works Committee met in public session on Tuesday, February 7, 2012 at 7:00 PM. Present were Chairman Goldsmith and Commissioners Klunk, Prieber, Heilman, and Felix. Also present were Manager Garvick, Township Engineer Bortner, Highway Foreman Mahan, WWTP Supt. Mahone and Administrative Assistant Rodgers.

ANNOUNCEMENTS: None.

APPROVAL OF MINUTES: The minutes of the January 3, 2012 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

YORK STREET: Manager Garvick informed the committee that PennDOT will be resurfacing York Street (RT 116) from Broadway to Jacob's Mill Road in 2013. They will be repairing the curb ramps during the process to make them ADA compliant. They are offering to include the ramps accessing municipal streets through a municipal reimbursement agreement at a cost of between \$3,000 and \$5,000 per ramp. Manager Garvick will review the number of curbs affected and the reimbursement agreement with the state before making a recommendation.

YAMPO REPRESENTATION: Manager Garvick reported the York Area Metropolitan Planning Organization (YAMPO), the official decision-making body for transportation planning and project programming within York County, is looking for a representative for the Technical Committee for Region 5. Manager Garvick explained the YAMPO is comprised of both a Coordinating Committee and a Technical Committee. The Coordinating Committee is comprised of representatives from the County Commissioner's office; State elected officials; York County Planning Commission; and representatives from PennDOT. The Technical Committee is comprised of some of the same members as the Coordinating Committee but also one representative from each planning district. The South Western York Area (Penn Township, Hanover Borough, West Manheim Township, Manheim Township) is planning district five. Manager Garvick is proposing to enter Eric Bortner's name for consideration as the representative for Region 5. Hanover Borough has indicated that they are also placing his name for consideration. Manager Garvick indicated that he has served on the committee in past years and that it provides the opportunity for valuable input that could benefit our area. Loren Riebling, Manheim Township Manger, is serving as the alternate and his name will be submitted again for that position.

JOINT MATERIALS BID: Manager Garvick reported that a quorum of commissioners is needed on March 28, 2012 at 7:30 p.m. at the Hanover Borough Chambers to award the joint municipal bids. The bids will be opened on March 7, 2012.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS: None

The meeting was adjourned at 7:10 PM.

Respectfully Submitted

MINUTES
PUBLIC WORKS COMMITTEE
MARCH 6, 2012

The Penn Township Public Works Committee met in public session on Tuesday, March 6, 2012 at 7:00 PM. Present were Chairman Goldsmith and Commissioners Klunk, Prieber, Heilman, and Felix. Also present were Manager Garvick, Township Engineer Bortner, Highway Foreman Mahan, WWTP Supt. Mahone and Administrative Assistant Rodgers.

ANNOUNCEMENTS: Commissioner Felix announced an executive session was held following the Finance Committee meeting on March 5 to discuss personnel issues.

APPROVAL OF MINUTES: The minutes of the February 5, 2012 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Chad Miller, 19 Boulder Road, was present to discuss a situation with regards to a shed that he owns that is situated on Township property at the rear of the Community Park. Manager Garvick stated that a building permit was issued in the spring of 2010 for the shed. The shed was shown on the permit application to be on Mr. Miller's property within the setback area. Mr. Miller explained the process for purchasing the property and explained where the property lines were supposedly located. Mr. Miller also explained the process he went through to obtain the building permit and how he found out the shed is actually located on Township property. More than half of the shed is located on the Penn Township Community Park property. Mr. Miller is requesting to purchase the property from the Township to make the lot whole or buy the entire woods with the adjacent property owners. After much discussion about solutions to the problem, the Committee recommended that the shed be moved off Township property.

Leslie Henry, 15 Boulder Road, requested information about what the intentions were for the park. The Committee stated at the current time there are not funds available to develop the new portions of the park. When funds become available the Township will begin preparing a revised site plan with input from the community.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS: None

The meeting was adjourned at 7:40 PM.

Respectfully Submitted

Kristina J. Rodgers, Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
APRIL 3, 2012

The Penn Township Public Works Committee met in public session on Tuesday, April 3, 2012 at 7:00 PM. Present were Chairman Goldsmith and Commissioners Klunk, Prieber, Heilman, and Felix. Also present were Manager Garvick, Township Engineer Bortner, Highway Foreman Mahan, WWTP Supt. Mahone and Administrative Assistant Rodgers.

ANNOUNCEMENTS: None

APPROVAL OF MINUTES: The minutes of the March 6, 2012 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

CENTER STREET: Manager Garvick reported that he has received a proposed Letter of Amendment for additional federal funds for the Center Street project. The total estimated for the project is \$3,613,564 and the Township's portion is \$903,391 for a total project cost for the project of \$4,516,955.00. The Township has \$700,000 in the Pennsylvania Infrastructure Loan and will need to take the additional funds from the Public Works Improvement Account to cover the costs. The Township is responsible for 20% costs plus anything over 80% of the projected federal estimated cost. If the Township abandons the project it is responsible for 100% of the costs incurred to date.

ENTRANCE SIGNS: Manager Garvick reported that the Township is purchasing new entrance signs for the Community Park (\$700) and Young's Woods (\$832). The cost for the Community Park sign will be taken out of the recreation budget and the Lions Club will pay for the Young's Woods sign.

STREET SWEEPING: Manager Garvick reported that the Township will be providing street sweeping service for Oxford Township who will be reimbursing Penn for the costs associated with the project.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS: None

The meeting was adjourned at 7:10 PM.

Respectfully Submitted

Kristina J. Rodgers, Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
MAY 1, 2012

The Penn Township Public Works Committee met in public session on Tuesday, May 1, 2012 at 7:00 PM. Present were Vice-Chairman Prieber and Commissioners Klunk, Heilman, and Felix. Commissioner Goldsmith was absent with notice. Also present were Manager Garvick, Township Engineer Bortner, Highway Foreman Mahan, WWTP Supt. Mahone and Administrative Assistant Rodgers.

ANNOUNCEMENTS: Commissioner Klunk announced that an executive session will be held following the Health and Sanitation meeting this evening for the purpose of discussing legal and personnel issues. Commissioner Prieber read the announcement of the executive session held following the April 16, 2012 Board of Commissioners meeting.

APPROVAL OF MINUTES: The minutes of the April 3, 2012 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

ENGINEER'S REPORT: Engineer Bortner announced that brush and limb collection will begin on Monday, May 7, 2012. Engineer Bortner presented a revised subdivision plan for lots 3,8,9,and 10 of the Gateway Shopping Center.

YMCA INDOOR ATHLETIC FACILITY: Manager Garvick reported that he met with Tony Hartlaub and Liam Behrens representing the YMCA. The YMCA is exploring building an indoor facility large enough to contain two full fields to be used for soccer and other sports. The preferred location is in the southern end of Hanover. One of the parcels they are interested in is the Penn Township Community Park. They have sponsorship for about twenty-five percent of the two million dollar project. They are willing to discuss several options including requesting a joint partnership with the Township. They are proposing paying for the construction of the building and leasing the land from the Township. They are in the preliminary stages of the project. Following discussion the Board recommended denying the request.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:

None

The meeting was adjourned at 7:12 PM.

Respectfully Submitted

Kristina J. Rodgers, Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
JUNE 5, 2012

The Penn Township Public Works Committee met in public session on Tuesday, June 5, 2012 at 7:00 PM. Present were Vice-Chairman Prieber and Commissioners Klunk, Heilman, and Felix. Commissioner Goldsmith was absent with notice. Also present were Manager Garvick, Township Engineer Bortner, WWTP Supt. Mahone and Administrative Assistant Rodgers.

ANNOUNCEMENTS: Commissioner Prieber announced an executive session was held following the Finance meeting on June 4, 2012 to discuss personnel issues.

APPROVAL OF MINUTES: The minutes of the May 1, 2012 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

ENGINEER'S REPORT: Engineer Bortner noted that line painting was completed last week. Brush and limb collection has also been completed.

MEM AUTOMOTIVE: The Committee received a request dated May 2, 2012 from Hanover Land Services for a modification of the landscaping/buffer yard for the MEM Automotive land development plan. The only information that Engineer Bortner has with regards to the request are the notes on filed plan. They are requesting a similar buffer yard as proposed by the South Western School District Transportation center. There is concrete sidewalk on the property from when Frey's Trucking owned the property. There is some concern that MEM Automotive is not in compliance with the conditions of the zoning approval that was granted in 2008. The Penn Township Planning Commission will review the request and make recommendation to the Board of Commissioners at their next meeting.

MCCLARIN PLASTICS: The Committee received a request dated May 3, 2012 from GHI Engineers and Surveyors for a waiver of the environmental impact study for an office and parking lot addition at McClarin Plastics. Engineer Bortner stated they have complied with storm water management requirements. The Penn Township Planning Commission will review the request and make a recommendation to the Board of Commissioners at their next meeting.

PLANNING COMMISSION APPLICATIONS: The Committee will interview an applicant for a planning commission vacancy prior to the next Board of Commissioners meeting.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:

None

The meeting was adjourned at 7:11 PM.

Respectfully Submitted

Kristina J. Rodgers, Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
JULY 2, 2012

The Penn Township Public Works Committee met in public session on Monday, July 2, 2012 at 7:38 PM following the Finance meeting. Present were Chairman Goldsmith and Commissioners Prieber, Klunk, Heilman, and Felix. Also present were Manager Garvick, Highway Foreman Mahan, WWTP Supt. Mahone, Deputy Police Chief Laughlin and Fire Chief Cromer.

ANNOUNCEMENTS: None.

APPROVAL OF MINUTES: The minutes of the June 5, 2012 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

BREEZEWOOD DRIVE STREET LIGHTS: Manager Garvick reported that the development constructed by Mummert Enterprises along Lexington Drive was not completed. The Township had drawn on the developer's bond and will install two streetlights along Breezewood Drive along with other improvements that were not completed. There are additional improvements needed for the stormwater pond that will be delayed until the Morning star development is completed.

HOME DEPOT: Manager Garvick reported that Home Depot has rented the pavilion at the Community Park for a company picnic. They would like to have the event catered. Manager Garvick reviewed the rules for the park and stated that the caterers would need to set up around the parking lot. Manager Garvick stated that he does not have a problem with the request but wanted to make sure the Committee was in agreement. The caterers will bring their own equipment and use their own fuel source. The Committee checked with Highway Foreman Mahan about an appropriate place for the equipment. The Committee was okay with the request as long as the Township determined the placement of the catering services and that they did not charge for the food. Commissioner Felix stated that in September the group renting the facility at Youngs Woods would have their party catered. The Committee suggested that the Manager check with our insurance carrier about the liability of having catered food. There was some concern about the liability of the Township and what other requests may come in the future.

PARKS: Commissioner Klunk stated some concern about the number of thumbtacks and staples being used on the tables at Youngs Woods. Manager Garvick stated that the rules and regulations state that staples and other sharp objects are not to be used to secure decorations.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:
None

The meeting was adjourned at 7:47 PM.

Respectfully Submitted
Kristina J. Rodgers, Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
AUGUST 7, 2012

The Penn Township Public Works Committee met in public session on Tuesday, August 7, 2012. Present were Chairman Goldsmith and Commissioners Prieber, Klunk, Heilman, and Felix. Also present were Manager Garvick, Township Engineer Bortner, Highway Foreman Mahan, WWTP Supt. Mahone, and Administrative Assistant Rodgers.

ANNOUNCEMENTS: Commissioner Felix announced that a personnel session was held following the Finance Committee meeting on August 6, 2012. The Committee will conduct all September committee meetings on Tuesday, September 4, 2012.

APPROVAL OF MINUTES: The minutes of the July 2, 2012 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

SCHINDLER ELEVATOR: The Committee received a request dated July 30, 2012 from Pepper Hamilton for a waiver of the traffic study for 21 Industrial Drive. David Tshudy, Pepper Hamilton, and Bill Rafferty, Schindler Elevator, addressed the committee on the request. Mr. Tshudy noted there will be forty to sixty truck trips inbound and outbound per day from the facility. These trips will be from 6 AM to 10 PM each day. There will be one hundred employees working at the facility over three shifts. UPS and Fed Ex will be at the facility each day. There will be a revised site plan submitted for review. The Committee recommended a temporary waiver of the traffic impact study. The Committee decided that if at some future date the traffic from the site is more than what was anticipated the commissioners could require a traffic impact study at that time.

BREEZEWOOD DRIVE PROJECT: Engineer Bortner noted that a preliminary plan for the Breezewood Drive Project was approved in November 2010. Since then the developer has determined that the plan cannot be built as it was originally designed because it entails the added expense of relocating several utility poles along with the water line. The developer also wishes to revise the plan for installation of curb and sidewalk along Breezewood Drive. The sidewalk will not comply with the Township's requirements because of the existing poles and rights-of-way. They are proposing a wider grass strip to accommodate the existing poles and an additional four feet of pedestrian easement outside the normal ROW in order to get the sidewalk installed. They stated that if they get the change approved they will begin construction in September. Township Engineer Bortner stated that for future comprehensive plans the Township may want to consider changing the sidewalk specifications to include additional pedestrian easements because it makes it easier to comply with the ADA requirements, especially for curb ramps. The plan does have the building lots being shown out of the flood plane area and some of the lots would be raised an additional foot in elevation. The Committee informed the Engineer to continue with the review of the land development plan.

YOUNG'S WOODS: Mr. Blain Kauffman has reserved the entire Young's Woods pavilions on September 14 and 15 for a car show reunion. He is requesting the use of the adjacent grass field to park cars for "visitors" who may want to stop and view the vehicles. There was some concern about the safety of vehicles using the narrow gravel lane to get to the field because of the drainage pipes on either side of the lane. Township Engineer Bortner will look at extending the culvert pipe and widening the drive so that there is less chance for damage. Mr. Kauffman

is also requesting to use the Lions Club portable sign and is further requesting a waiver of the sign permit fee. It was suggested that since the sign belongs to the Lions club, Mr. Kauffman should make that request directly to them. The Committee also recommended that Mr. Kauffman contact the Hanover Little Theatre and ask for permission to utilize their parking lot. If that is not available he may then utilize the field at Young's Woods. The Committee will address the sign once a permit is applied for and waiver request submitted.

RULES AND REGULATIONS: Manager Garvick proposed a rules change for the Penn Township parks that would prohibit smoking in any mulched area of the parks. This would include the Kids Kingdom Creative playground, the playground areas at the residential parks, and the playground at Youngs Woods. The pavilions would be exempt. The Committee recommended changing the rules to post the mulched areas "no smoking".

ARBOR LANE: At the last Board of Commissioners meeting Terry Guy of Violet Drive suggested that trees be planted at the Arbor Lane recreation area. After reviewing the ongoing vandalism problems associated with the park the Committee recommended not planting any additional trees.

PROPERTY MAINTENANCE CODE: Manager Garvick reported that he has prepared an ordinance to amend the property maintenance code that includes the word "occupant" in all relevant notification sections of the code. This ordinance has been reviewed by Judge Miner and Attorney Tilley and both have made favorable recommendations. The Committee recommended adopting the ordinance.

CENTER STREET: Manager Garvick reported that the appraisers are working on the compensation issues for the properties along Center Street and will be making their recommendations to the acquisition company in the coming weeks.

COMPREHENSIVE PLAN: The Township is in the process of reviewing the three proposals for the joint comprehensive plan. The Committee recommends that Commissioner Joseph Klunk and Planner Ray Van de Castle, along with staff members Jeff Garvick, Eric Bortner and Kristina Rodgers, serve on the steering committee to select the consultant and work with that consultant over the 16 months of preparation of the plan.

YOUNGS WOODS: Commissioner Klunk recommended paving of the roads in the Young's Woods utilizing the funds in that recreation district account. The Committee will further review during the budget process.

BUDGET: Commissioner Klunk stated that he would like to start scheduling road work in the 2013 budget as proposed by the Engineer on his paving schedule. There was some discussion on the idea and it will be discussed during the 2013 budget process.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS: None

The meeting was adjourned at 8:08 PM.

Respectfully Submitted
Kristina J. Rodgers, Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
SEPTEMBER 4, 2012

The Penn Township Public Works Committee met in public session on Tuesday, September 4, 2012 at 7:20 p.m. following the Finance Committee meeting. Present were Chairman Goldsmith and Commissioners Prieber, Klunk, Heilman, and Felix. Also present were Manager Garvick, Township Engineer Bortner, Highway Foreman Mahan, WWTP Supt. Mahone, Police Chief Laughlin, Fire Chief Cromer and Administrative Assistant Rodgers.

ANNOUNCEMENTS: None

APPROVAL OF MINUTES: The minutes of the August 7, 2012 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

CENTER STREET R-O-W ACQUISITION: Bernie Kametz, Interstate Acquisition Services (IAS), was present to discuss the progress of acquiring the rights-of-way needed to complete the Center Street Improvement Project. The project is scheduled to be let out for bid by PennDOT in February 2013. Prior to the bid being let the Township must have compensated all agreeable property owners for the necessary rights-of-way or have escrowed the funds in the name of any property owner not in agreement not less than forty-five days prior to the project being let. This would require the Township to have all the right of ways secured by December 13, 2012. Manager Garvick stated that IAS has hired an appraisal firm to appraise the fifteen properties that the Township will need to acquire rights-of-way from. Once the appraisals are prepared they are reviewed and approved by a second appraiser. Interstate has received eleven of those approvals back and just received the executed offer letters from the Township for those properties. The required rights-of-way are both temporary and permanent. Mr. Kametz stated that he would make at least three contacts with all the property owners regarding the offer letters during this process. In order to keep the process moving, Mr. Kametz would like the Township to pass a resolution authorizing the payment of the property owners for their rights-of-way, which would include the language necessary for any deed transfers. The resolution would also include any language for the use of eminent domain that may be necessary if any party is not in agreement with the offer. If the resolution is not passed and there are problems with getting the necessary rights-of-way the project could be held up until the rights-of-way issues are resolved. Solicitor Tilley would help prepare the resolution. After some discussion, the Committee recommended not adopting any resolution referencing condemnation (eminent domain) until an actual problem with acquiring the necessary rights-of-way is encountered.

BREEZEWOOD DRIVE SIDEWALK REQUEST: The Committee received a request dated August 22, 2012 from Johnston and Associates for a waiver of the sidewalk requirements for the Breezewood Drive Project. They are proposing a different configuration for sidewalk along lots 1 through 12 of the project. The note on the plan for this change would be reflected in the deed for lots 1 through 12. The Penn Township Planning Committee will review the request at their next meeting.

MEDEXPRESS SIGN ORDINANCE WAIVER REQUEST: The Committee received a request from MedExpress for a waiver of the sign ordinance to advertise their facility at 1139 Baltimore Street. Matthew Creme, Jr., attorney for MedExpress and Jeff Such, Pennsylvania property

manager, were present to represent the request. MedExpress is requesting a total of 182 square feet of signage for their facility. The Sign Ordinance only allows a total of 100 square feet. They would like to keep the existing 102 square foot pylon sign in addition to the recently installed eighty square foot building sign. They stated that they are using the pylon sign as constructed and it would be used to assist customers to identify the property, access the property and park at the property. Mr. Creme stated that the pylon pre-existed their use of the property. The property had previously been a restaurant and a church. The existing pylon sign is temporary and once they received approval for the larger sign they would replace the plastic with sheeting. They provided diagrams showing the signage they would like to have at the property. The committee recommended that MedExpress consider downsizing the building sign to get them into compliance. The consensus of the committee was that the current pylon sign was more than adequate to alert the public. After some discussion, the Committee recommended denying the request. Mr. Such indicated that he would take the recommendation back to his corporate leaders.

CLOVER LANE/BALTIMORE STREET SIGNAL UPDATE: Manager Garvick reported that J. A. Myers is proceeding with the installation of the signal at the intersection of Clover Lane and Baltimore Street. Mr. Garvick noted that Jay Warren, the owner of Dominos Pizza has been contacted by Mr. Myers on behalf of PennDOT to sign a waiver of release for any claims or future claims since they will receive the benefit of the signal. An existing turning lane on Baltimore Street will be extended southward past the Dominos Pizza property and PennDOT considers this a "benefit". Mr. Warren is reluctant to sign any waiver without having additional information as to why. After speaking with Mr. Warren's attorney, Manager Garvick has requested clarification from the traffic design engineer.

CODE ENFORCEMENT OFFICER: Manager Garvick reported that an advertisement will be in the paper for a part-time code officer.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS: None

The meeting was adjourned at 8:00 PM.

Respectfully Submitted
Kristina J. Rodgers, Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
OCTOBER 2, 2012

The Penn Township Public Works Committee met in public session on Tuesday, October 2, 2012 at 7:03 p.m. following a special meeting of the Board of Commissioners. Present were Chairman Goldsmith and Commissioners Prieber, Klunk, Heilman, and Felix. Also present were Manager Garvick, Township Engineer Bortner, Highway Foreman Mahan, WWTP Supt. Mahone, and Administrative Assistant Rodgers.

ANNOUNCEMENTS: None

APPROVAL OF MINUTES: The minutes of the September 4, 2012 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

ENGINEER'S REPORT: Engineer Bortner reported that brush and limb collection will begin next week.

BROOKSIDE HEIGHTS STREET LIGHT: Manager Garvick reported that a resolution has been prepared for street lights at the intersections of Charles Avenue and South Center Street and Charles Avenue at Brookside. The resolution will be adopted at the next board of commissioners meeting.

VERIZON WIRELESS: The Committee received a request dated September 26, 2012 from Verizon Wireless for the installation of a monopole and shelter on Township property on Wilson Avenue in the vicinity of Old Ridge Road. Verizon is requesting a lease of twenty-five years and is offering to pay \$12,000 a year with an escalator clause. The Committee recommended inviting Verizon to the next Committee meeting to make a presentation about what they want.

HALL ESTATES RECREATION AREA: Manager Garvick reported that in 1988 the Hall Estates subdivision plan was approved by the Township with a note that two lots were to be dedicated to Penn Township for recreational purposes. The development was constructed but the land was never deeded to the Township. Within the past 60 days, Mr. Myers has recorded the transfer of the property to the Township. Manager Garvick informed the committee that this is somewhat irregular since the deed should not have been recorded until the Board adopts an Ordinance accepting the recreation areas. The Committee recommended accepting the land, as it was agreed to on the original plan, but also suggested looking into other options for the land including the possibility of selling the land to the adjacent property owners. An ordinance will be prepared accepting the land at some future meeting.

GATEWAY HANOVER STREET DEDICATION: Manager Garvick reported that he has received the deed of dedication for Wilson Avenue in the Gateway Shopping Center. Hanover Borough has already adopted their portion of the street. Manager Garvick reported that the signal at the intersection of Carlisle and Wilson Avenue is not functioning properly. The Committee recommended holding off on accepting the streets until the signals are working as designed. It was noted that there had been discussion with Hanover Borough about them plowing the snow and the Township reimbursing them. Manager Garvick will check with the Borough on this issue. The Committee will not make a recommendation on adopting until the street until the

outstanding issues are resolved.

JOINT COMPREHENSIVE PLAN: Manager Garvick reported that the consensus of the Township's Joint Comprehensive Plan Steering Committee is that Gannett Fleming should be the consultant. It is our understanding that Hanover's Steering Committee has also recommended Gannett Fleming as well. The next step is to negotiate a price with Gannett Fleming. If the negotiations are successful the Steering Committee will then come back to the Board of Commissioners with a recommendation to appoint Gannett Fleming as the Joint Comp Plan Consultant.

DETENTION PONDS: Commissioner Goldsmith stated that he is pleased with how the public works department is taking care of the stormwater management ponds and that they are working as they were intended.

PUBLIC QUESTIONS FOR THE COMMITTEE : None

The meeting was adjourned at 7:30 PM.

Respectfully Submitted
Kristina J. Rodgers, Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
NOVEMBER 6, 2012

The Penn Township Public Works Committee met in public session on Tuesday, November 6, 2012 at 7:02 PM following a special meeting of the Board of Commissioners. Present were Chairman Goldsmith and Commissioners Prieber, Klunk, Heilman, and Felix. Also present were Manager Garvick, Township Engineer Bortner, Highway Foreman Mahan, WWTP Supt. Mahone, and Administrative Assistant Rodgers.

ANNOUNCEMENTS: None

APPROVAL OF MINUTES: The minutes of the October 2, 2012 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Scott & Melissa Foreman, 127 Timber Lane, would like to build a garage on their property but have been denied due to the existence of the storm sewer pipe on the line between her property and the neighbor's property. Mrs. Foreman explained that their house is the only one in the development without a garage and she would like to have a garage because her husband has MS. She applied for a permit and was denied because the garage would be within the thirty-foot easement containing the two storm water pipes that parallel her property. Mrs. Foreman stated that when they purchased the home six years ago the revised easement was not disclosed to them, although there is mention of a twenty-foot easement on their deed. The Township has an amended plan showing the larger easement and the extra pipe but the plan was never recorded. After some discussion the Committee agreed that the Foreman's could build a garage as long as there remains an easement of ten feet on each side of both pipes to allow access. Manager Garvick will contact the Zoning Officer about reviewing the permit and marking the area to delineate the necessary easement. He will then contact the Foreman's.

ENGINEER'S REPORT: Engineer Bortner reported that they are continuing with leaf collection until the end of November. Limb damage in the Township was minimal as a result of hurricane Sandy.

TIM BAR CORPORATION: The Township received a request dated October 10, 2012 from Conewago Contractors requesting a waiver of land development requirements for a guard shack at the Tim Bar Corporation on 401 Moulstown Road. Commissioner Klunk reported that Conewago owns both 401 and 475 Moulstown Road. Tim Bar is going to lease the entire building that formerly housed the Pillowtex Corporation. The Penn Township Planning Commission has recommended approval of this request.

WILSON AVENUE & CARLISE STREET: The Township has received a request from Conewago Contractors to accept for dedication Wilson Avenue from the Hanover Borough line to Carlisle Street. The signal is currently being worked on and the Township would like to have it fixed prior to the dedication of the street. Engineer Bortner reported that there is still a punch list of items for the street that have to be completed. Conewago will make arrangements to have

the snow plowed if the road is not accepted for dedication. The Committee will consider dedication following the correction of the signalized intersection.

PUBLIC QUESTIONS FOR THE COMMITTEE: None

The meeting was adjourned at 7:30 PM.

Respectfully Submitted
Kristina J. Rodgers, Township Secretary

MINUTES
PUBLIC WORKS COMMITTEE
DECEMBER 4, 2012

The Penn Township Public Works Committee met in public session on Tuesday, December 4, 2012 at 7:00 PM. Present were Chairman Goldsmith and Commissioners Prieber, Klunk, Heilman, and Felix. Also present were Manager Garvick, Township Engineer Bortner, WWTP Supt. Mahone, and Administrative Assistant Rodgers.

ANNOUNCEMENTS: None

APPROVAL OF MINUTES: The minutes of the November 6, 2012 Public Works Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

ENGINEER'S REPORT: Engineer Bortner reported that they are about done with leaf collection but will pick up leaves as needed. Manager Garvick reported that the traffic detour for the Ridge Avenue project is about set up and the project will begin on Monday, December 10.

HANOVER STREET ROD ASSOCIATION: The Committee previously received a request from the Hanover Street Rod Association to hold a car show at the Penn Township Community Park on May 19, 2012. Steve Bankert from the HSRA was present to address the committee. The HSRA had previously held the event other locations, including the Gettysburg Moose Park and South Western High School. They are anticipating between 100 and 150 cars. They are proposing to park cars on the paved parking area near Tyler Drive as well as the grass area between the parking lot and ball field number one. They charge a fee for those participating in the show and some of the proceeds are donated to the Trinity UCC Toys For Tots program as well as other local charities. After a brief discussion, the Committee recommended denying the request.

DONATION: Manager Garvick noted that John Luckabaugh, 30 Beck Mill Road, donated a children's picnic table for the Penn Township Community Park. Mr. Luckabaugh has donated several picnic tables to the Township in the past. The Committee recommended sending him a "thank you" letter signed by the entire Board.

VERIZON REQUEST: Manager Garvick reported that Verizon Wireless has requested consideration for placement of a cell tower on Heights Avenue behind the recycling drop-off center. Verizon was previously looking at the public works building as a potential site but the location proved to be unsuitable. The location on Heights Avenue is adjacent to several residences and for that reason, the committee recommended not pursuing the request.

PUBLIC QUESTIONS FOR THE COMMITTEE: None

The meeting was adjourned at 7:29 PM.

Respectfully Submitted
Kristina J. Rodgers, Township Secretary