

**PENN TOWNSHIP
BOARD OF SUPERVISORS
WORK SESSION MEETING MINUTES
Wednesday, January 16, 2008**

The Penn Township Board of Supervisors held their work session meeting on Wednesday, January 16, 2008 at the Penn Township Building, 260 Lewis Road, West Grove, PA at 6:00 p.m.

Present: Curtis Mason, Chairman Scott Allen, McCormick Taylor
 Harold Bram, Vice-Chairman Stan Wolenski, Office Mgr.
 Victor Mantegna, Supervisor Jane Finnen, Treasurer
 Robin Marcello, Supervisor
 William Finnen, Supervisor

1. **Call To Order:** After salute to the flag, the chairman opened the work session meeting.
2. **Public Comment:** There were no public comments.
3. **Approve Meeting Minutes:** Harold Bram made a motion to approve the January 7th, 2008 meeting minutes. Seconded by Victor Mantegna – all in favor.
- 4A. **Treasurer's Report:** Harold Bram made a motion to approve the Treasurer's Report.
- 4B. **Planning Commission:** Lighting Ordinance – Mr. Stubbe.
 Mr. Stube, a lighting consultant, was present and handed out a lighting presentation. The presentation was on highlights of the lighting ordinance.
 1. Goals of good outdoor lighting.
 2. Lighting terminology.
 3. Today's situations.
 4. Common myths of outdoor lighting.
 5. Impacts of poor outdoor lighting.
 6. Glare, aging and vision.

Much discussion followed on the glare issue and ordinance implementation as to place in SLDO or Zoning Ordinance. The best choice is to put parts appropriate to land development in the SLDA and parts appropriate to zoning in the zoning ordinance. The Board of Supervisors thanked both Mr. Stubbe and Steve Selinger for putting together the presentation which will be very helpful.
- 5A. **Release Dansko:** Victor Mantegna made a motion to approve Release Number 6 for \$261,165.50. Seconded by Harold Bram – all in favor.

- 4D. **Sewer Plant Operation:** Curtis stated the piping between the Best System and the discharge had to be repaired as the compacting of the pipe was not done per specification. Also, the grommet pulled loose, this should have been welded, it would have not separated.

Becker is working on pretreatment ordinance discussion on the cage needed in the pump stations to collect residue before the grinders cut it up. This will require five cages. All agreed that this is needed.

- 6A. **Computer Copier:** Vince Sammons from VSS Computer Consulting gave a handout on the website focus and the network infrastructure. Vince will get with Stan and Curtis and come up with a proposal.
- 6B. **YMCA Healthy Kids Day:** This activity was discussed. The Board of Supervisors has no objections, but it cannot be an annual event as permission must be obtained each year. No fee will be required, but hold harmless insurance must be part of the permission.

Recycling Committee: Curtis suggested that we should work with Dansko on this recycling for the Township. Dansko is working on a facility for recycling. Robin Marcello stated she would be interested in working on this committee on behalf of the Board of Supervisors to see what would be needed to work toward recycling goals. Victor Mantegna made a motion to appoint Robin Marcello and Daria Payne to the Recycling Committee. Seconded by Harold Bram – all in favor.

- 7A. **Sewage Issue – Jenners Commons:** Bill Finnen, Spence Andress and Stan Wolenski will attend a DEP Meeting on this issue.
- 7B. **Open Space Initiative:** Curtis suggested that we pursue putting the question of Open Space on the ballot. Nothing was resolved, discussion will continue on this issue.
- 7C. **Contract Approval:** The engagement letter from Ronald Woodworth was gone over and the approval of the contract for the CPA hourly rate was discussed. Harold Bram made a motion to approve the contract for Ronald Woodworth. Seconded by Bill Finnen – all in favor.
- 7D. **PSAT's Convention:** Curtis reminded the supervisors to fill out the convention registration form.
- 7E. **Elk Creek Church Request:** Discussion – There will be no fee for daily activity. We do not schedule activities for the public involvement. The park must remain open for the public at all times. This Elk Creek Church request was approved.

- 7F. **Belgian Block Installation:** Discussion – Street signage must meet PennDot specifications. Stan will send a letter to Ovations in this regard. Also, Curtis will talk to Don Urban in regard to the Belgian block installation problem.
- 7G. **Anzaldo Application:** Curtis stated that the hearing was on for January 24, 2008 at 7:00 p.m.
10. **Public Comments:** Chris Pedersen asked about the grant for the copier. Curtis stated that we were looking at several options. Stan will get with Curtis to finalize the necessary changes. Also the comprehensive plan – what is the status? Victor stated that New London needed to be notified and a meeting should be arranged so that several topics could be discussed. GIS and the MS4 need to be looked into on the plan. Also, who will be responsible for the Comprehensive Plan from New London?

Ken Foley from Ovations asked about snow removal from sidewalks. The Board of Supervisors stated this is the homeowner's responsibility.

Also, is the cost for sewage now covered? Curtis stated that the dedication of the subdivision will include the sewage improvements. Cost related to the sewage effluent is done by the sewage ordinance. This ordinance is now in the process for review by Becker Engineering and will probably be increased for tapping fee.

Heath Weber asked about the storm water easement on his property and the Bonenbergers. Curtis stated that this would be part of the dedication procedure.

11. **Adjournment:** Victor asked for adjournment. Harold Bram made a motion to adjourn. Seconded by Victor Mantegna – all in favor.

William A. Finnen