

**PENN TOWNSHIP  
BOARD OF SUPERVISORS  
WORK SESSION MEETING  
Wednesday, January 21, 2009**

The Penn Township Board of Supervisors held their Work Session Meeting on Wednesday, January 21, 2009 at the Penn Township Building, 260 Lewis Road, West Grove, PA at 6:00 p.m.

<b>Present:</b>	Curtis Mason, Chairman	Harold Walls, Office Mgr.
	Robin Marcello, Vice-Chair	Jane Finnen, Treasurer
	Victor Mantegna, Supervisor	Scott Allen, Twp. Engineer
	Harold Bram, Supervisor	Skip Elvin, RoadMaster
	William Finnen, Supervisor	Twp. Residents

1. **Call To Order:** After salute to the flag, Chairman Mason opened the Work Session Meeting.
2. **Public Comments:** No comments were received.
3. **Approve Meeting Minutes:** Supervisor Mantegna made a motion to approve the January 5<sup>th</sup>, 2009 Minutes. Seconded by Supervisor Bram – all in favor.
4. **Reports:**
  - A. **Treasurer's Report:** Vice-Chair Marcello made a motion to approve the Treasurer's Report and pay the invoices presented. Seconded by Harold Bram – all in favor.
  - B. **Planning Commission:** No report.
  - C. **RoadMaster:** Skip Elvin stated that he needed to replenish the salt supply. Also, Skip stated the Kelton Road Culvert needed to be replaced. There is a gas line on one end of the culvert and PA One Call needs to inspect and give department notice of the line. A proposal is needed for this project.

Discussion on Snow Removal at Villages at Penn Ridge. The Board of Supervisors suggested that coordination be arranged with the Homeowner's Association. When they clean sidewalks that the snow is not placed in the road, but on the side of driveways. What is taken place after plowing snow; it is being put back on the road causing unsafe condition. As the plowing is only done as township roads are completed. General rule, plowing and salting one time.

Chairman Mason stated that the pipe at Hutchinson and Elkview Road is developing a drop off and needs an extension. The RoadMaster will look into and advise.

- D. **Sewer Plant Operator:** Chairman Mason outlined the testing of commercial property. A new Pre-Treatment Ordinance will be ready for review very soon. When this Ordinance is in place, the owner of the Commercial Property will be billed and be responsible for the tenants.
5. **True Green Lawncare:** Discussion Chairman Mason suggested that the Office Manager contact Brooke Tymeson as he would have contacts for lawncare. Proposals then could be received for lawn and tree care. This will allow for a better coverage.
- 6A. **LTL Resolution Fee Schedule:** Chairman Mason stated that Resolution 2009-04 establishing fees for building permits. The only change is the Residential Construction for Building Permits changing from .35 cents to .40 cents per square foot. The only change for Non-Residential changing fee from 120% to 125% square foot.
- Supervisor Bram made a motion to adopt Resolution 2009-04. Seconded by Supervisor Mantegna – all in favor.
- 6B. **County GIS Agreement:** Discussion - A partner in the consortium will have assistance in viewing and plotting of GIS data. We the Township will have a working relationship. The potential scope of service will be 100 hours, and will last for 12 months. Vice-Chair Marcello made a motion to approve the GIS Agreement. Seconded by Supervisor Finnen – all in favor.
- 7A. **Avon Grove High School Parent Association:** The Township for the last several years has supported the after prom commitment. Supervisor Mantegna read the letter of request. He then made a motion to approve \$500.00 for the Township commitment. Seconded by Supervisor Bram – all in favor.
- 7B. **EMC for London Britain Township:** Chuck Freese asked Penn Township to consent to the appointment of him being the Emergency Management Coordinator for London Britain Township. Supervisor Mantegna made a motion to approve Resolution 2009-03 appointing Chuck Freese as the Emergency Management Coordinator for London Britain Township. Seconded by Supervisor Bram – all in favor.
- 7C. **Escrow Release:** The Escrow Release for Shoppes at Jennersville was tabled.
- 7D. **Website Hosting Proposal:** Vice-Chair Marcello explained the website design proposal. A one-time fee of \$200.00 for the Software Program to maintain the site and the one time design fee of \$500.00 would include 20 hours of graphic design and 20 to 25 pages of duplication from the current website. Vice-Chair Marcello made a motion to approve the proposal. Seconded by Supervisor Bram – all in favor.
- 7E. **Policy on Solar Power:** At this time, no policy has been discussed. Chairman Mason suggested that PSATs be contacted to see if they have any Ordinances on the subject. Also, check with LTL on any other Township policies.

- 7F. **Jackson Immuno O & M Agreement:** After discussion, this Agreement is necessary for all on-lot systems. The administration, maintenance standards and enforcement are forwarded to the Secretary of Penn Township, the Chester County Health Department and the Pennsylvania Department of Environmental Protection as public documents. Supervisor Finnen made a motion to sign and approve the Agreement for Maintenance of the On-Lot Sewage Facilities located on and within the Property of Jackson Immuno Research. Seconded by Supervisor Bram – all in favor.
9. **Chairman's Comments:**
- A. **Painting of Community Room:** Chairman Mason stated that the project was complete.
  - B. **Resolution 2009-03:** Chairman Mason stated that all vendors needed to receive Resolution 2009-03 with a letter outlining our position.

**Public Comment:** Chairman Mason asked for any public comments. Frank Sorochen – Estates at London Brook, 415 Dartmouth Lane, asked if the Township had any information on his complaint of August 20, 2008. Chairman Mason stated that the complaint was sent to Steve Lauriello. The Township through the Solicitor is trying to get compliance on the open issues that are holding up dedication. Chairman Mason stated a lawsuit is pending. Supervisor Finnen will ask Herb MacCombie, Township Engineer Consultant to look at the problem as soon as possible to see if a solution could be worked out.

Supervisor Mantegna made a motion to adjourn the meeting. Seconded by Harold Bram – all in favor.

Respectfully Submitted,

William A. Finnen  
Township Secretary