

**PENN TOWNSHIP  
BOARD OF SUPERVISORS  
WORK SESSION MEETING  
Wednesday, November 19, 2008**

The Penn Township Board of Supervisors held their Work Session Meeting on Wednesday, November 19, 2008 at the Penn Township Building, 260 Lewis Road, West Grove, PA at 6:00 p.m.

**Present:**

Curtis Mason, Chairman	Jane Finnen, Treasurer
Harold Bram, Vice-Chairman	Al Federico, Twp. Engineer
Victor Mantegna, Supervisor	Scott Allen, Twp. Engineer
Robin Marcello, Supervisor	Twp. Residents
William Finnen, Supervisor	

1. **Call To Order:** After salute to the flag, Chairman Mason opened the Work Session Meeting.
2. **Public Comment:** Residents from Penn View Drive asked what is the status of the Church Property. Curtis stated that he was advised that papers had been filed to remove the trailers. Should see some action within the next ten days.
3. **Approve Meeting Minutes:** Harold Bram made a motion to approve the Minutes of November 5, 2008 with the condition that the November 5<sup>th</sup> minutes be corrected to show that Ordinance 2008-05 was continued from Wednesday November 5, 2008 to November 19, 2008 at 6:30 p.m.
- 4A. **Treasurer's Report:** Harold Bram made a motion to approve the Treasurer's Report and pay all invoices. Seconded by Victor Mantegna – all in favor.
- 4B. **Planning Commission:** Tom Sinsheimer gave out the Minutes for November 12, 2008. The Planning Commission recommended approval of the Preliminary Land Development Plan subject to compliance with the issues raised by the Township Engineer for Jackson Immuno.
- 4C. **RoadMaster's Report:** No Report.
- 4D. **Sewer Plant Operations:** Curtis Mason went over the Premium Power Proposal for the Plant Generator. Victor Mantegna made a motion to approve the proposal. Seconded by Harold Bram – all in favor. Also, Curtis asked to have the roof of the generator sealed. He will contact contractors for a proposal.
- 5A. **Seidel Office Building:** Discussion on the release. Victor Mantegna made a motion to sign the Release # 3 for Seidel Office Building with the condition that all consultants sign-off before releasing Release #3 and the Bond associated. Curtis suggested in the future, a sign-off sheet should be Provided with the Release when it is down to zero amount.
- 5B. **Singh Service Agreement:** Tabled for Budget Discussion.

- 5C. **LTL Consultants Agreement:** Tables for Budget Discussion.
- 5D. **McCormick Taylor Agreement:** Tables for Budget Discussion.
- 5E. **Legal Opinion on Budget Workshop Executive Session:** As long as it is in regard to personnel and is announced at a Regular Meeting, the Executive Meeting may proceed. Victor Mantegna made a motion to have the Township CPA, Ron Woodworth finalize the Township Accounting Procedure to be used on all invoices presented for payment by the Board of Supervisors. Seconded by Robin Marcello – all in favor. Victor Mantegna stated he had asked Albert Federico to outline the Smart Transportation Initiative. After discussion, Victor suggested that we try to get funds for the culvert on Rt. 896 at the intersection of Hutchinson Road. The Rt. 896 Task Force is focusing on this issue.
- Albert Federico went over the procedure for implementing Smart Transportation Projects. One of the potential projects could be to provide sidewalks within the Jennersville Village Area. After discussion, it was agreed that Harold Walls would start the Grant Procedure for the culvert on Rt. 896.
- 6A. **West Grove Fire Company:** Tabled for Budget.
- 6B. **Library:** Tabled for Budget.
- 6C. **Estates at Londonbrook:** Dedication is proceeding. Several problem areas of concern yet to be addressed.
- 6E. **Ordinance 2008-05 Lighting:** Chairman Mason closed the Work Session Meeting and opened the Continued Hearing from November 5, 2008 for Ordinance 2008-05 Subdivision Lighting Ordinance. Discussion followed – the following changes were made. Eliminate Item #6. Under (2) Recreational, insert back B and C, under B change to 500 ft of a property and change use to District.
- Victor Mantegna made a motion to close the hearing and reopen the work session meeting. Seconded by Robin Marcello – all in favor. Curtis Mason made a motion to approve Ordinance 2008-05 Lighting Subdivision Ordinance with the condition that the Ordinance be changed to eliminate Item #6 and Under 2 insert B & C. Under B change to 500 ft. and add Residential District not use. Seconded by Harold Bram – all in favor.
- 6F. **Resolution 2008-14 As Built Requirements:** Chairman Mason made a motion to adopt Resolution 2008-14 Requirements for as Built Drawings. Seconded by Victor Mantegna – all in favor.
- 6H. **Pre-Treatment Sewer Ordinance:** Curtis will take up with Dan Becker, Becker Engineering.
- 7A. **SPCA Service Contact 2009:** Bill Finnen suggested that the Board of Supervisors have a contract with the SPCA. Contract 1 and 2 were discussed and the Board of Supervisors felt to many hidden charges were associated with the contract.

- 7B. **Elk Creek Farms Security:** Paige Willover was present with the delegation from Elk Creek Farms. Curtis stated a town watch should be considered by the homeowners association. Victor Mantegna suggested a camera hook-up. The Board of Supervisors also suggested that any and all criminal activity should be sent in to the State Police as a complaint. This will increase surveillance by the Avondale State Police. Curtis thanked Paige Willover for her presentation.
- 7C. **Jackson Immuno:** Much discussion followed and the Board of Supervisors suggested that the Solicitors get together and work-out a solution to the HOP and Sidewalk issue. Bill Finnen stated that December 3, 2008 was the time for a completion date. Ross Unruh, Esq. stated he would ask for a 60-day Extension from December 3, 2008. Victor Mantegna made a motion to approve this extension requested by Ross Unruh for Jackson Immuno. This may be signed outside of a regular meeting. Seconded by Robin Marcello – all in favor.
9. **Chairman's Comments:** Curtis asked Scott Allen about the Sunnyside Road Bridge. The final Design will be available in January. Proposals from G.A. Clanton – discussion the Board of Supervisors stated that at this time only Pennocks Bridge Road would be considered. Victor Mantegna made a motion to do a 4" of fill on Pennocks Bridge Road for the drop off. The agreed amount is for \$8,850.00. Seconded by Bill Finnen – all in favor.

Victor Mantegna made a motion to adjourn the meeting. Seconded by Robin Marcello – all in favor.

Respectfully Submitted,

William A. Finnen  
Township Secretary