

**PENN TOWNSHIP
BOARD OF SUPERVISORS
Regular Meeting Minutes
Wednesday, October 1, 2008**

The Penn Township Board of Supervisors held their Regular Meeting on Wednesday, October 1, 2008 at the Penn Township Building, 260 Lewis Road, West Grove, PA at 6:00 p.m.

Present:

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| Curtis Mason, Chairman | Jane Finnen, Treasurer |
| Harold Bram, Vice-Chairman | Harold Walls, Office Mgr. |
| Victor Mantegna, Supervisor | Skip Elvin, RoadMaster |
| Robin Marcello, Supervisor | Twp. Residents |
| William Finnen, Supervisor | |

1. **Call To Order:** After salute to the flag, Chairman Mason opened the Regular Meeting.
2. **Public Comment:** There were no public comments.
3. **Approve Meeting Minutes:** Victor Mantegna made a motion to approve the Meeting Minutes from September 17, 2008. Seconded by Robin Marcello – all in favor.
- 4A. **Treasurer's Report:** Victor Mantegna made a motion to approve the Treasurer's Report and pay all invoices as presented.
- 4B. **Planning Commission:** No Report.
- 4C. **RoadMaster:** Skip Elvin asked the board to review G.A. Clanton, Inc. Proposal for Pennocks Bridge Road. Discussion followed and it was decided to have the RoadMaster rework the proposal as the \$18,610.00 figure was not budgeted.

The second proposal from G.A. Clanton, Inc. for Kelton Road culvert was discussed. Victor Mantegna made a motion to approve the proposal for the end wall for \$800.00. Seconded by Harold Bram – all in favor.

Skip stated line painting was done and crossbars and been installed on the Township Roads. Bill Finnen stated that there was a problem at the entrance of Rt. 796 and Baker Road. A large trailer broke down the bank and created the road to pothole.

- 5A. **Jackson Immuno:** Ross Unruh, Attorney for Jackson Immuno went over waivers for the existing driveway entrance at Old Baltimore Pike and also to allow the radius of curb returns to be less than the required 35 ft. Victor Mantegna made a motion to approve the waiver request 406.4G4 as the existing condition has no work proposed and the maximum grade is greater than 4% will be allowed. Seconded by Harold Bram – all in favor.

Victor Mantegna made a motion to approve the waiver request 406.4.G.9 required driveway entrance radius of curb returns to be less than thirty-five feet. With the condition that this be demonstrated at preliminary plan approval. Seconded by Robin Marcello – all in favor. The Highway Occupancy Permit is near completion. The Township will need to get additional right-of-way from Deborah Beck Ross 58-3-19.2.

- 5B. **Escrow Releases:** Scott Allen, P.E., McCormick Taylor Memo of October 1, 2008 was discussed. Scott recommended that the Township hold the remaining monies until more substantial work is complete.

Victor Mantegna made a motion that Release #16 be held until released by the Township Engineer. Seconded by Harold Bram – all in favor.

- 5C. **Plan Notes:** Sam Michael, Solicitor of Penn Township, requested that the Township make sure that every final plan contain a notice in dark bold print as shown in the memorandum. This would be part of the final plan packet.

Harold Bram made a motion to have this memorandum incorporated in the final plan document. Seconded by Robin Marcello – all in favor.

- 6A. **Church Property (127 Woodcrest Road):** Curtis stated a time line has been established by LTL Consultants.
- 6BC. **Codification & Comprehensive Plan:** The plan was discussed and Harold Walls stated that he is in the process of getting a proposal.
- 6D. **Estates at LondonBrook:** Regarding the Dedication Procedure, Sam McMichael, is in the process of filing a complaint if the issues are not resolved by October 8, 2008.
- 6E. **Elk Creek Farms Inlets:** Discussion with Bill Finnen suggested that MacCombie Engineering be asked to prepare a cost estimate on this issue as they are in the process of MS4 Review and Maintenance Procedures. Bill Finnen is to contact MacCombie Engineers.
- 7A. **Avon Grove Library:** Allocation for the 2009 Request. The three members were present from the Library; Kay Wells, Kim Ringler and Wilbur Stelzler. A booklet was handed out for the budget request. They asked if we could give \$2,000 more for the budget year or a total of \$10,436.00. Bill Finnen stated that all revenue was down, but their request would be considered. Also, the Board of Supervisors was invited to the Allison Building for a Community Breakfast on October 24, 2008.
- 7B. **Lighting Ordinance 2008-05:** Discussion moved forward with just the subdivision portion. Bill Finnen is to discuss this with the Solicitor.

- 7C. **Resolution:** Victor Mantegna made a motion to have Sam McMichael look at the specifications for construction of sanitary sewers and prepare an Ordinance or Resolution. Seconded by Robin Marcello – all in favor.
- 9A. **Cut-Off Agenda:** Harold Bram made a motion to cut-off the agenda items noon on Monday prior to meeting. Mason: yes, Marcello: yes, Bram: yes, Mantegna: no, Finnen: yes.
- 9B. **Penn Township Community Picnic:** Curtis stated that the event was well attended and everyone gave good comments. He thanked everyone especially the staff and supervisors; Jackie Combs, Jane Finnen, Supervisors; Mantegna, Marcello, Bram, Finnen. Scout Troop #41 presented the flag and salute. Curtis also thanked Rev. Mundell, who was present for the invocation.

Discussion on the food tent and cooking area about placing tent in different location. It was decided to move this tent up on higher ground level. The site will be located at a later date.

- 9C. **Safety and Security Act 72:** Curtis stated that he had made an agreement with National Penn Bank on the different accounts we have with them and are insured for the full amount of our deposits. Also, we would not get a penalty for early withdraws. Pennsylvania Township News had an article on public finance, which stated townships need to do their homework.

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

Respectfully Submitted,

William A. Finnen
Township Secretary