

**PENN TOWNSHIP
BOARD OF SUPERVISORS
WORK SESSION MEETING MINUTES
Wednesday, June 16, 2010**

The Penn Township Board of Supervisors held their Work Session Meeting on Wednesday, June 16, 2010 at 6:00 p.m. at the Township Building, 260 Lewis Road, West Grove, PA 19390.

Present:	Curtis Mason, Chairman	Jackie Combs, Office Mgr.
	Robin Marcello, Vice-Chair (Absent)	Jane Finnen, Treasurer
	Victor Mantegna, Supervisor	Skip Elvin, RoadMaster
	Tom Barlow, Supervisor	Scott Allen, Twp. Engineer
	William Finnen, Supervisor	Twp. Residents

1. **Call To Order:** After salute to the flag, Chairman Mason opened the Work Session Meeting.
2. **Public Comment:** No public comments received.
3. **Approve Meeting Minutes:** Supervisor Mantegna made a motion to approve the Meeting Minutes of June 2, 2010. Seconded by Supervisor Barlow – all in favor.
- 4A. **Treasurer's Report:** Supervisor Mantegna made a motion to approve the Treasurer's Report and pay all invoices as presented. Seconded by Supervisor Barlow – all in favor.
- 4B. **Planning Commission Report:** No Report.
- 4C. **RoadMaster Report:** Skip Elvin reported on the Paving in Place Bid for Paschall Mill Road and State Road. Two bids were received Burkholder Paving and Long's Asphalt. Skip stated the bids were very close with only a \$507.00 difference between high and low bid. He recommended to the Board of Supervisors to award the bid to Long's Asphalt. After discussion, it was noted that Long's Asphalt reviewed the proposed project as required by the MS-944 Attachment 1A. Supervisor Mantegna made a motion to award the bid to Long's Asphalt for Paving in Place as they were the lowest responsible bidder. Seconded by Supervisor Barlow – all in favor.

Material Only Bid – Two Bids received Pennsy Supply and Independence Material. After discussion, Independence Materials was the low bidder by a difference of \$3,267.00. Supervisor Mantegna made a motion to award the bid to Independence Material for the superpave. Seconded by Supervisor Barlow – all in favor.

Also, Skip discussed the proposal for the Baker Road Culvert and the proposal for Elk Creek Inlet Repair along with several other inlet repairs. Supervisor Mantegna made a motion to accept the proposal from Robert Morrison for \$1,500.00 for Baker Road rip-rap. Seconded by Supervisor Barlow – all in favor. Supervisor Mantegna made a motion to accept the proposal from Robert Morrison for \$7,500.00 for box inlet repairs at Elk Creek Farms, Villages of Penn Ridge and the Penn Township Building. Seconded by Supervisor Barlow – all in favor.

Chairman Mason asked the RoadMaster to store the millings from State Road to the sewer plant site.

- 4D. **Sewer Plant Operations:** No Reports.
- 5A. **CCIU Parking Lot Expansion:** Scott Allen stated the CCIU have made changes and were not complete. He suggested that an extension be granted. Supervisor Mantegna made a motion to approve a 30-day extension as proposed to the August 6, 2010 for the Chester County Intermediate Unit. Seconded by Supervisor Barlow – all in favor.
- 5B. **Codification:** Scott Allen suggested to the Board the importance of bringing the Subdivision and Zoning Books into compliance. He stated the books are very hard to follow. Chairman Mason suggested that work had been done on this issue and more work would be necessary. Scott Allen and Supervisor Finnen will look at bringing the Zoning and Subdivision Books into compliance with the Ordinances on record.
- 5C. **Hospital Sewage Module (Resolution 2010-12):** Supervisor Barlow made a motion to approve Resolution 2010-12 for the Jennersville Regional Hospital Expansion Sewer Tap-in. Seconded by Supervisor Finnen – all in favor.
- 5D. **Hoopes Subdivision:** Tabled until July 7, 2010 Board of Supervisors Meeting.
- 6A. **Resolution 2010-10:** Sewer Rate Increase (Tabled until July 7, 2010 Board of Supervisors Meeting). However, Chairman Mason stated it was necessary to change the fee schedule for sewer as much infrastructure change is necessary. Residential, Commercial and Industrial rates will be increased. The Secretary will send these increases out in the June Billing.
- 6B. **Comprehensive Plan with CCPC:** The Board of Supervisors have agreed to working on the Comprehensive Plan with the County Planning Commission and Penn Township Planning Commission the third Wednesday of each month at 7:00 p.m. The Board will conduct a work session meeting from 6:00 – 7:00 p.m. and the Comprehensive Plan meeting will follow at 7:00 p.m. A schedule was provided by the County Planning Commission for review.

- 7A. **Chuck Freese (Sharing Fee Air Card):** Supervisor Mantegna stated that Chuck Freese was suggesting that at the present, we were paying \$29.00/month to T-Mobile for service. Several other Municipalities are inquiring on going in together and getting a cheaper rate. The Board of Supervisors have agreed to share the air card fee with other municipalities for a lower rate not to exceed \$23.50/month.
- 7B. **Park Event (August):** Doug Brown from Rep. Tom Houghton's office was just asking the Board for feedback on a Healthy Kids Fair that they would like to have in the park on August 21 or 28th from 10:00 a.m. – 2:00 p.m. The Board didn't have any problems with the event, just asked Doug to keep Karen Busby, Park Coordinator in the loop with all details, etc.
- 9A. **Chairman's Comments: Paul Tickle (Proposal) for removing trees for Sunnyside Road:** Discussion of the cost to remove the plant material is \$3,850.00 after bridge completion to put material back would be an additional \$1,925.00. The Board of Supervisors has agreed to have the Solicitor review the scope of work and if his review finds this satisfactory, he can prepare the agreement to this issue. Supervisor Mantegna made a motion to have the Solicitor proceed to do this review. Seconded by Supervisor Barlow – all in favor.
- 9B. **Mobile Dredging:** The Solicitor will proceed to collect damages to the Township.
- 9C. **Paschall Mill & Bartels Sewage Return:** The Township Solicitor and Government Specialists will prepare a Resolution to be sent to DEP to secure the return and or release of sewer capacity for Paschall Mill Estates and the Bartels property. Supervisor Mantegna made a motion to have the Solicitor prepare the Resolution to secure the return of the sewage capacity for Paschall Mill and Bartels parcels. Seconded by Supervisor Barlow – all in favor.

Chairman Mason asked for any public comments. Skip McGrew asked about the Master Park Plan? Supervisor Finnen stated September 15, 2010 was the date for the Board of Supervisors to review. At that time, DCNR should be on record as to the plan. Also, he asked about the Comprehensive Plan update. Supervisor Finnen stated the work program and schedule would be posted on the web.

Supervisor Mantegna motioned to adjourn the meeting. Seconded by Supervisor Barlow – all in favor.

Respectfully Submitted,

William A. Finnen
Township Secretary

