

**PENN TOWNSHIP
BOARD OF SUPERVISORS
WORK SESSION MEETING MINUTES
Wednesday, August 19, 2009**

The Penn Township Board of Supervisors held their Work Session Meeting on Wednesday, August 19, 2009 at the Penn Township Building, 260 Lewis Road, West Grove, PA at 6:00 p.m.

Present:

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

1. **Call To Order:** After salute to the flag, Curtis Mason opened the Work Session Meeting.
2. **Public Comments:** No Comments.
3. **Approve Minutes:** Supervisor Mantegna made a motion to approve the July 15, 2009 Minutes. Seconded by Robin Marcello – all in favor.
- 4A. **Treasurer's Report:** Vice-Chairman Marcello made a motion to approve the Treasurer's Report and pay all invoices as presented. Seconded by Supervisor Mantegna – all in favor.
- 4B. **Planning Commission:** No Report.

Chairman Mason asked if we would move to Agenda Item #6 so that Michael Shiring, Esq. (Riley, Riper, Hollin & Colagreco) could give his presentation.

6. Mike Shiring, Esq. asked the Board of Supervisors to approve a letter to Ed Foley, Esq., Zoning Hearing Board Solicitor, for a request on a dimensional variance for relief for impervious coverage. The Board of Supervisors agrees that the relief requested is minimum in nature. Supervisor Mantegna made a motion to approve the August 19, 2009 letter as requested to Ed Foley for the variance. Seconded by Robin Marcello – all in favor.

Mike Shiring, Esq. then went over the Moore Property Easement Agreement dated July 2, 2009. Scott Allen stated McCormick Taylor approves the agreement. Supervisor Mantegna made a motion to approve the Easement Agreement to Janet M. Moore dated July 2, 2009. Seconded by Robin Marcello – all in favor. Chairman Mason thanked Mike Shiring for his presentation.

- 4C. **RoadMaster Report:** Skip Elvin stated he would not sign the invoice for G.A. Clanton, because there were only two washouts that needed repaired. He stated it should have been only about \$800.00 - \$1,000.00. This invoice was over \$5,000.00. The Secretary is to notify Gary Clanton in reference to the invoice. Skip Elvin will look into the problem on State Road.
- 4D. **Sewer Plant Operations:** Chairman Mason stated that every two to three years, the sludge must be removed from the holding pond. This is now being done. Also, the Pump Station metering and recording devices on each Pump Station are being looked into.
- 5A. **Ovations (Detention Basin):** Scott Allen, Twp. Engineer, has looked at this issue and stated the Homeowners Association was satisfied with the solution of the basin problem.
- 5B. **Levy Sewer Bill Issue:** Discussion by Griggs Levy asking if the Township would allow for the legal expenses to be shared. Asking if one half of the expenses could be dropped. Chairman Mason stated as this is a legal issue and already filed, we the Township could not comment. He stated that Griggs Levy should do whatever the Court has asked. Also, discussion with the Township Solicitor should continue.
- 5C. **Review Business Tax Base:** Supervisor Mantegna will set up a meeting with Berkheimer Tax Consultants to review.
- 6B. **Ordinance Review:** The Solicitor is working with Government Specialists to complete the review.
- 6C. **Big Elk Extension Request:** Chairman Mason read the letter from Jack Wuerstle granting an extension to October 21, 2009. Supervisor Bram made a motion to grant the extension requested by Big Elk Associates to October 21, 2009. Seconded by Supervisor Bill Finnen – all in favor.
- 6D. **Hipkins Road (Permit Complaint):** Discussion followed, this permit had a timing issue. As both sides of the issues were discussed, a motion was made by Supervisor Mantegna to waive the fine if the permit was paid within 10 days. Seconded by Bill Finnen – all in favor.
- 7 A & C. **Jenners Commons Permit Refund and Field Change:** Dave Murtagh went over the field change request that requires the handicapped access to enter from the rear of the building. Supervisor Mantegna made a motion to grant the field change requested on the drawing dated July 15, 2009. Seconded by Supervisor Bram – all in favor. A check for Jenner's Commons in the amount of \$3,639.00 will be returned as the Building Permit was not used. This dates back to the year of 2006. A new permit was authorized in the amount of \$5,254.00.

- 7B. **Part Time Park Help:** Chairman Mason stated he had been contacted by someone who was interested in helping part-time in the park. Curtis will verify with this person part-time only.

Scott Allen, Twp. Engineer, stated that he had inspected the storm water retention at the YMCA and Capital Specialties. He will have a report ready for the Board of Supervisors to suggest corrections. The YMCA Retention Pond will not support a two year storm. Supervisor Mantegna asked about the access road behind the YMCA? Will the Fire Company have complete access? Scott stated that they would use the parking lane in the parking lot. Supervisor Mantegna suggested that the Fire Marshall should sign off stating that this would be a safe plan. Scott stated the YMCA Engineer should be responsible for the solution.

- 7D. **Chain and Lock Box:** Discussion – Have posts installed with a chain and sign (No Dumping). Supervisor Finnen will have maintenance do the installation.

- 7E. **Final Plan Language:** Chairman Mason made a motion to approve Resolution 2009-10 Notice to All Property Owners and Prospective Purchasers of land described in a Plan. Seconded by Supervisor Bram – all in favor. This Resolution should go to the Planning Commission. Chairman Mason stated this Resolution came from the Township Solicitor.

- 9A. **Pump Station Access Roads:** The RoadMaster will get proposals and present them to the Board of Supervisors.

- 9B. **Review McCormick Taylor Proposal (Sunnyside Bridge):** Scott Allen, Twp. Engineer, went over the work order supplement for \$39,200.00. This is to complete the bridge design to get approvals from PennDot. The report is required as a structural adequacy review, so that it meets PennDot design criteria. Supervisor Mantegna made a motion to approve the request of \$39,200.00. Seconded by Supervisor Bram – all in favor.

10. **Public Comment:** Chairman Mason asked for Public Comments. Bill Cook from Ovations asked about deer ticks and what control is available? Supervisor Mantegna stated the Game Commission had devices, but it probably would not work at the Ovations site.

Vice-Chairman Marcello asked the Board of Supervisors to consider Recycling Containers for the park. Discussion followed – on who would collect and distribute the material. All agreed that it would be Park Maintenance. Vice-Chairman Marcello will work on a plan for a permanent Recycling Container Plan.

Chairman Mason stated that he had collected over \$11,200.00 for Penn Township Day. He suggested next year that we consider businesses in the Township be allowed to set up tables so they can participate.

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

Respectfully Submitted,

William A. Finnen
Township Secretary