

**PENN TOWNSHIP  
Board of Supervisors  
Work Session Meeting  
Wednesday, December 9, 2015  
6:00 P.M.**

The Penn Township Board of Supervisors held their Regular Meeting on Wednesday, December 9 at the Penn Township building, 260 Lewis Road West Grove, Pennsylvania at 6:00 p.m.

**Present:**

Curtis Mason, Chairman  
Victor Mantegna, Vice Chairman  
Tom Barlow, Supervisor  
Ken Bryson, Supervisor  
Bill Finnen, Supervisor

Karen Versuk, Director of Operations  
Skip Elvin, Road Master  
Kevin Matson, Township Engineer

**Call to Order:** After salute to the flag, Chairman Mason opened the Regular Meeting.

**Public Comment:** None.

1. **Approve Minutes:** Supervisor Mantegna made a motion to approve the regular meeting minutes from November 4, 2015. Seconded by Supervisor Barlow. All in favor. Motion passed 5-0.
2. **Treasurer Report:** Supervisor Mantegna made a motion to approve the Treasurer's report and pay invoices. Seconded by Supervisor Bryson. All in favor. Motion passed 5-0.
3. **Planning Commission:** No report.
4. **Road Master Report:** Road Master Skip Elvin stated 74 tons of salt was delivered.
5. **Operations Report:** Karen Versuk stated the Reorganization meeting will be held on Monday, January 4, 2016 at 6 p.m. The 2016 event dates were proposed to the Board, a Public Safety Day on April 16, Concert in the Park on June 26, Community Picnic on September 24 and the Halloween event on October 23. The township closing dates were also proposed.

6. **Engineers Report:** MacCombie: Strategy to address TMDL's in the Christina Watershed - Report has been advertised in the Daily Local on November 30, 2015. Will need line item for budget for this project. Salt shed - Decision to be made in January. MS4 Strategy – Several ideas were proposed, street sweeping to keep nutrients down, berms on streams, and basins to hold nutrients. This strategy must be in the MS4 study to DEP.

Intersection Report by Kevin Matson - McCormick Taylor will do a new traffic study on the intersection, route 1 and 796. This proposal will be available for the January meeting.

Dankso Maintenance Escrow Release - Supervisor Mantegna made a motion to approve the final escrow release for \$25,000.00, for the site improvements that are functioning as designed to be released to Cabot Kjellerup Reality Trust. Seconded by Supervisor Barlow. All in favor. Motion passed 5-0.

7. **Resolution 2015-15:** Supervisor Bryson made a motion to approve Resolution 2015—15. Seconded by Supervisor Barlow. All in favor. Motion passed 5-0.

8. **2016 Budget:** Budget was advertised to be available on November 9, 2015. Supervisor Mantegna made a motion to approve Resolution 2015-16. Seconded by Supervisor Bryson. All in favor. Motion passed 5-0.

9. **Tax Collector:** Chairman Mason thanked Bunny Keene for her excellent services as tax collector for Penn Township. Supervisor Mantegna made a motion to adopt Resolution 2015-17 to appoint the County of Chester, Office of the Treasurer, to provide property tax collection services for the tax year 2016 for the township of Penn. Seconded by Supervisor Bryson. All in favor. Motion passed 5-0.

10. **Additional Funding for WGFC:** Supervisor Mantegna made a motion to approve the additional funding request by West Grove Fire Company to reimburse the apparatus fund by .000375 mills. Seconded by Supervisor Barlow. All in favor. Motion passed 5-0.

11. **Cedarville Engineering Group, LLC.:** Discussion of Sam McMichael's letter from November 23, 2015. Termination pursuant to the agreement. He recommended that we terminate the contract for cause. Supervisor Barlow made a motion to terminate the contract with Cedarville Engineering Group, LLC based on the Solicitor's letter dated November 23, 2015 for cause. Seconded by Supervisor Bryson. All in favor. Motion passed 5-0.

12. **London Brook Speeding Complaint:** Supervisor Mason stated that as public roads in the township the Board cannot post roads until studies are made and engineering surveys are conducted.

13. **Oxford Senior Center Request for funding:** Supervisor Mason stated that at this time the Board does not support this type of request.

14. **AGREM AM 1670:** Supervisor Mantegna thanked AGREM for the work done in making AM 1670 a live radio channel for public awareness when emergencies exist.

15. **Recognition of Departing Officials:** Supervisor Mason thanked Thomas Barlow, Supervisor, William Finnen, Supervisor, Skip Elvin, Road Master and Bunny Keene, tax collector for their years of service as this will be their last official meeting.

**PUBLIC COMMENTS:**

Meeting Adjourned.

Caitlin Ianni  
Township Secretary