

MINUTES
HEALTH & SANITATION COMMITTEE
JANUARY 6, 2015

The Penn Township Health & Sanitation Committee convened on Tuesday, January 6, 2015 at 7:56 p.m. following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Heilman, Felix, Prieber and Goldsmith. Also present were Manager Garvick, Township Engineer Bortner, WWTP Superintendent Mahone, Assistant Manager Rodgers and Administrative Assistant Miller. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF MEETING MINUTES: Minutes from the December 2, 2014 Health & Sanitation Committee meeting were approved as submitted.

CITIZENS REMARKS: None

SEWER PROJECTS UPDATE: Superintendent Mahone reported that Part II of the application for construction for the Center Street Sewer Replacement Project has been submitted to the DEP for review and approval. This project replaces pipe from the bridge on Center Street running along side of the creek to manhole 19. He is anticipating receiving bids in May 2015 with substantial completion in September.

The planning module is being prepared for submission to the DEP and design is underway for the Mullertown Pumping Station Replacement. Superintendent Mahone is anticipating receiving bids in May 2015.

The planning module has been submitted to DEP and the design is nearly complete for the Colonial Hills Force Main Relocation. Superintendent Mahone is anticipating receiving bids for this project in July 2015.

CHRISTMAS WRAP COLLECTION: Superintendent Mahone reported 1700 vehicles were processed during the Christmas wrap program.

AMERIC CONSTRUCTION REQUEST: Superintendent Mahone received a request from Americ for consideration of payment for the dock levelers installed at the new recycling facility. When the bid was originally projected by their supplier for the garage door and dock levelers, they only quoted one dock leveler when in fact they needed eight. Americ discovered the mistake and supplied the correct number of dock levelers. They are requesting an additional \$10,750.00. The Committee discussed the possibility of a partial payment and requested information on the actual cost of the levelers.

RECYCLING CENTER: At the request of the Committee, Engineer Bortner and Superintendent Mahone developed a cost estimate to either pave or concrete the existing grass area on the north side of the recycling center. The cost to pave the area is between \$4,300 - \$5,500. The cost to concrete the area is between \$6,000 - \$7,000.

The Committee recommended installing concrete around the dumpster area and paving the remaining area to tie in with the parking.

NELL'S SHURFINE: Superintendent Mahone received a request from the new owner's of Nell's Shurfine to purchase trash bags. Since Nell's is under new ownership and the Township received the partial debt purchase from Drum Capital for the previous owner's bounced checks, there was discussion on allowing the new owner's to purchase trash bags. The Committee recommended direct wire transfers or money orders with bag delivery once the money has cleared in the Township account.

NEWSLETTER: Superintendent Mahone noted the spring newsletter will be delivered the week of April 6, 2015. The deadline for article submission is March 12, 2015.

SHREDDING EVENT: Superintendent Mahone announced the next shredding event is scheduled for April 18, 2015.

The meeting was adjourned at 8:27 p.m.

Respectfully Submitted,
Melissa A. Miller
Administrative Assistant

MINUTES
HEALTH & SANITATION COMMITTEE
FEBRUARY 3, 2015

The Penn Township Health & Sanitation Committee convened on Tuesday, February 3, 2015 at 7:41 p.m. following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Heilman, Felix, Prieber and Goldsmith. Also present were Township Engineer Bortner, WWTP Superintendent Mahone, Highway Foreman Mahan, Assistant Manager Rodgers and Administrative Assistant Miller. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF MEETING MINUTES: Minutes from the January 6, 2015 Health & Sanitation Committee meeting were approved as submitted.

CITIZENS REMARKS: None

SEWER PROJECTS UPDATE: Mullertown Pump Station - Superintendent Mahone reported that it would be in the best interest of the Township to acquire an additional piece of property adjacent to the Mullertown Station to install a new pumping station. Assistant Manager Rodgers has drafted a letter to be sent to Cathy Kwiatkowski in order to meet and discuss acquiring about 1500 sq. ft. of her property on Westminster Avenue. The Committee recommended sending the letter.

Center Street - Superintendent Mahone was notified by the contractor completing the improvements on Center Street that they would like to have the sewer line improvements adjacent to the bridge completed by the beginning of April. This would mean relocating the sewer line that is impacted by the Center Street improvements with Township personnel and installing a temporary tie-in back to the existing line. The remaining sewer line installation along the creek would be left for bid.

Northview Repair - Along the Northview Sewer Line Replacement there are several runs of sanitary sewer located in the right-of-way between properties in back yards. Several of these sections of 8" clay pipe are inundated with roots and leaking joints. Letters have been sent to property owners notifying them to remove any plantings or structures from the right-of-ways prior to the Township replacing the clay lines with plastic sewer lines.

AMRIC CONSTRUCTION REQUEST: Superintendent Mahone received a copy of the invoice from Amric in consideration of payment for the eight dock levelers. One leveler has been paid through the contract for the recycling center. The total amount Amric is out is \$7,616 which does not include any mark-up or profit. They are requesting the balance of \$7,616 plus a 10% mark-up. The Committee recommended paying only the \$7,616 for the seven dock levelers.

FOOD BANK DROP-OFF: A representative from the Hanover Area Council of Churches suggested adding a food bank drop-off bin to the recycling center for residents to

donate. Superintendent Mahone reviewed a possible layout at the recycling center. The Committee discussed the safety, storage and delivery issues regarding food donations. The Committee declined to add a food bank drop-off bin at the recycling center.

AMERICAN FLAG COLLECTION FOR DISPOSAL: Superintendent Mahone received an additional request to store American Flags for proper disposal at the recycling center. An option was discussed to have the flags stored in a cabinet until the local veteran's organization is contacted and they pick-up the flags for proper disposal. The Committee recommended offering to store American Flags for disposal.

MULLERTOWN PUMP STATION: Assistant Manager Rodgers received the resolution for the planning module of the Mullertown Pumping Station Replacement. The Committee recommended the resolution.

NEWSLETTER: Superintendent Mahone reminded everyone the deadline for article submission for the Spring Newsletter is March 12, 2015.

The meeting was adjourned at 8:07 p.m.

Respectfully Submitted,
Melissa A. Miller
Administrative Assistant

MINUTES
HEALTH & SANITATION COMMITTEE
MARCH 3, 2015

The Penn Township Health & Sanitation Committee convened on Tuesday, March 3, 2015 at 7:31 p.m. following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Heilman, Felix, Prieber and Goldsmith. Also present were Manager Rodgers, Township Engineer Bortner, WWTP Superintendent Mahone, and Administrative Assistant Miller. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF MEETING MINUTES: Minutes from the February 3, 2015 Health & Sanitation Committee meeting were approved as submitted.

CITIZENS REMARKS: None

SEWER PROJECTS UPDATE: Center Street – Superintendent Mahone reported that we have all the material except for the manholes. He is waiting for the contractor to give us the final grade elevations of the manholes so we can order them. The Hanover Water Company still needs to install two valves in order to isolate the area where the sewer department will be working. He anticipates their project to be finished the week of March 9th weather permitting.

Mullertown Pump Station – Manager Rodgers and Superintendent Mahone met with the Kwiatkowski's to discuss acquiring a portion of their property for the new Mullertown pumping station. They felt the amount of land requested was more than they would like to lose. The original request was for 35 feet of road frontage. The Kwiatkowski's indicated they would have no problem giving the Township 15 feet of road frontage along with a temporary construction easement around the property. Superintendent Mahone created a sketch plan of the station layout on the smaller site and asked GHD if the smaller site was sufficient. They are creating a plan with grades to elevate the layout, but feel the smaller site will be sufficient. Once the planning is finished we will submit the permit application to DEP for a construction permit.

Colonial Hills – Superintendent Mahone reported that DEP planning is currently reviewing the Colonial Hills pump station. Once that is completed, we can submit the permit application to DEP for the construction permit. When the construction permit is issued we can then bid the project. Anticipating a May award and June construction.

SYNAGRO CONTRACT: Superintendent Mahone met with a representative from Synagro back in late October about extending our current contract. The contract expires in October 2015. The current price per ton to haul and dispose of biosolids is \$49.87/ton. After negotiations, they came back with an offer of \$41.00/ton for the first 2 years and then a CPI-U adjusted rate for the next 3 years. Approximately a \$24,000 yearly savings from the current rate. The Committee recommended signing the contract.

ACT 537 PLAN: Superintendent Mahone reported the Act 537 Plan is currently in public comment period until March 14th. York County Planning is scheduled to review it on March 23rd and it is scheduled to be reviewed by the Township Planning Commission on March 5th. After any comments are addressed the Board of Commissioners will need to adopt the plan officially by resolution. Then the plan will be submitted to the DEP.

REFUSE UNITS: There was a discussion pertaining to the thickness of the current trash bags. A few complaints have been received regarding punctures and tearing. Commissioner Goldsmith gave a sample to Superintendent Mahone to measure. Currently we have 196,000 in stock. Since the oil prices are currently low it was recommended to try and bid both 2 mil and 2.25 mil bags.

NEWSLETTER: Superintendent Mahone reminded everyone the deadline for article submission is March 12, 2015.

The meeting was adjourned at 7:55 p.m.

Respectfully Submitted,
Melissa A. Miller
Administrative Assistant

MINUTES
HEALTH & SANITATION COMMITTEE
APRIL 7, 2015

The Penn Township Health & Sanitation Committee convened on Tuesday, April 7, 2015 at 7:30 p.m. following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Heilman, Felix, Prieber and Goldsmith. Also present were Manager Rodgers, Township Engineer Bortner, WWTP Superintendent Mahone, Highway Foreman Mahan and Administrative Assistant Miller. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF MEETING MINUTES: Minutes from the March 3, 2015 Health & Sanitation Committee meeting were approved as submitted.

CITIZENS REMARKS: None

SEWER PROJECTS UPDATE: Superintendent Mahone reported the Center Street, Mullertown Pump Station and Colonial Hills projects have been given planning approval by the county DEP and have been sent to the central office for final approval. He expects to receive official planning approval in 2-3 weeks. Then we will submit the construction permit applications.

ACT 537 PLAN: Superintendent Mahone reported public comment period for the proposed Act 537 Plan expired on March 14, 2015. There were no public comments received. The York County Planning Commission reviewed the plan at their regular meeting on March 23, 2015. Their comments have been addressed and were included as part of the plan. The plan is now ready to be adopted by resolution and then submitted to the DEP. The Committee recommended adopting the resolution.

WEST MANHEIM AGREEMENT: Superintendent Mahone informed the Committee that all parties involved in the creation of an agreement to reserve 400 EDU's for two developments located in West Manheim Township have reviewed the agreement. The document is ready for approval. The Committee recommended approving the agreement.

902 RECYCLING GRANT: Superintendent Mahone received notification from the DEP that they have approved our application for a 902 Recycling Grant in the amount of \$249,999. An agreement with the DEP will need to be approved. Once both parties have executed the agreement we will be able to make a request for disbursement. The Committee recommended approving the agreement.

APIO WAIVER: The Committee received a request from APIO for a waiver of 50 delinquent EDU's at their 26 Industrial Drive location. Originally Green Glen and Keystone Bean had purchased 21 EDU's. Over the years production increased to a usage of 71 EDU's. APIO then purchased the business and proposed an expansion. When we evaluated for wastewater discharge expansion we discovered a deficit. The

miscalculation occurred back in 2006 when Keystone Bean purchased the EDU's. The Committee recommended charging the old rate of \$1,030 for the delinquent EDU's. Any additional EDU's purchased will be at the new rate of \$2,298.

REFUSE BAG BID: Superintendent Mahone reported the bids for both 2 mil and 2.25 mil trash bags will be opened on April 16, 2015.

NEWSLETTER: Superintendent Mahone reported the Spring Newsletter has been delivered.

OTHER MATTERS: Manager Rodgers reported that the Delia's property was sold to Hanover Terminal.

The meeting was adjourned at 7:51 p.m.

Respectfully Submitted,
Melissa A. Miller
Administrative Assistant

MINUTES
HEALTH & SANITATION COMMITTEE
MAY 5, 2015

The Penn Township Health & Sanitation Committee convened on Tuesday, May 5, 2015 at 7:18 p.m. following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Heilman, Felix, Prieber and Goldsmith. Also present were Manager Rodgers, Township Engineer Bortner, WWTP Superintendent Mahone, Highway Foreman Mahan and Administrative Assistant Miller. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF MEETING MINUTES: Minutes from the April 7, 2015 Health & Sanitation Committee meeting were approved as submitted.

CITIZENS REMARKS: None

SEWER PROJECTS UPDATE: Superintendent Mahone reported the Mullertown Pump Station, Colonial Hills and Center Street projects have received planning approval from the DEP. Applications for construction permits for each of these projects are anticipated to be sent in the week of May 11, 2015.

Mullertown Pump Station – Manager Rodgers and Superintendent Mahone met with the Kwiatkowski's on April 17, 2015 and agreed on terms to acquire a piece of their property measuring 15' x 50'. They agreed to supply a 10' construction easement along their property for the pumping station improvements. If it is necessary to remove any trees from the easement, the Kwiatkowski's would like to keep the wood from the trees and would like the trees replaced when the project is complete. They would also like to be compensated for the property with two years of free sewer service. Since they are on well water, they are charged a flat quarterly fee of \$83.00. Two years of free service would equate to \$664.00.

SLUDGE PAD & SILO PAINTING: Superintendent Mahone reported the bid specifications have been prepared and advertised for the painting of the storage pad cover, lime silo and augers. These are improvements that were budgeted for 2015. The bids will be opened on May 27, 2015.

NUTRIENT TRADING CREDITS: Superintendent Mahone was notified by the DEP that the way nutrient trading credits are calculated will be changing October 1, 2015. Currently we generate nitrogen and phosphorus credits based on the treatment plant's design flow of 4.2 mgd and a discharge concentration of 6 mg/l TN and 0.8 mg/l TP. Beginning October 1st, the treatment plant must demonstrate they have met the concentration limits of 6 mg/l TN and 0.8 mg/l TP prior to being eligible to generate trading credit. These credits will be based on actual daily flow not design flow; meaning we will not be generating nearly as many TN & TP credits in the future. This could have an impact on Hanover Foods because the DEP has told them they can only purchase phosphorus credits from Penn Township.

2012-904 GRANT: Superintendent Mahone reported we received notification from the DEP that our 2012 Recycling Performance Grant was approved for \$61,147. We will be receiving a check within the next 6-8 weeks.

TRASH BAG BID: Superintendent Mahone reported the bids were received and opened on April 16, 2015. Six packets were received: 1 packet was a "no bid", 1 packet was rejected because it did not meet bid specifications and the remaining 4 packets included proposals for both bag sizes. Central Poly was the low bidder for the 2 mil bag at \$19.57/per 100 bags. All American Poly was the low bidder for the 2.25 mil bag at \$22.46/per 100 bags. The Committee recommended awarding the bid to Central Poly.

SHREDDING EVENT: Superintendent Mahone reported 338 vehicles dropped off 11,260 lbs of material to be shredded at the residential shredding event held on April 18, 2015. Due to the early morning traffic volume the Committee recommended changing the hours of the next event 8 a.m. to 1 p.m.

The meeting was adjourned at 7:32 p.m.

Respectfully Submitted,
Melissa A. Miller
Administrative Assistant

MINUTES
HEALTH & SANITATION COMMITTEE
JUNE 2, 2015

The Penn Township Health & Sanitation Committee convened on Tuesday, June 2, 2015 at 8:08 p.m. following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Heilman, Felix, Prieber and Goldsmith. Also present were Manager Rodgers, Township Engineer Bortner, WWTP Superintendent Mahone, Highway Foreman Mahan and Administrative Assistant Miller. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF MEETING MINUTES: Minutes from the May 5, 2015 Health & Sanitation Committee meeting were approved as submitted.

CITIZENS REMARKS: None

SEWER PROJECTS UPDATE: Superintendent Mahone reported part II construction permits for Center Street, Colonial Hills and Mullertown Pump Station have been submitted to the DEP. GHD is preparing the bid documents for these projects.

The Center Street documents will be ready for review this week. A meeting is scheduled with GHD on June 10th to finalize these documents.

Superintendent Mahone anticipates the Colonial Hills project documents to be ready in 2-3 weeks. He will discuss including language in the bid documents for payment limits on line items.

SLUDGE PAD & SILO PAINTING: Superintendent Mahone reported three bids were received and opened on May 27, 2015. The apparent low bidder is D.M. Coatings from Harrisburg, PA with a bid price of \$74,900. He contacted and reviewed the specifications with D.M. Coatings and is comfortable with their bid. The Committee recommended awarding the bid to D.M. Coatings.

TRAFFIC COUNT DROP-OFF CENTER: Superintendent Mahone informed the Committee he had been wanting to conduct a vehicle count at the drop-off center and discovered the police department had the capability of counting vehicles with their speed indicator. The indicator has been installed and he hopes to collect data for the next two weeks. Superintendent Mahone will generate a report showing the total counts and peak times.

The meeting was adjourned at 8:20 p.m.

Respectfully Submitted,
Melissa A. Miller
Administrative Assistant

MINUTES
HEALTH & SANITATION COMMITTEE
July 7, 2015

The Penn Township Health & Sanitation Committee convened on Tuesday, July 7, 2015 at 7:58 p.m. following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Heilman, Felix, Prieber and Goldsmith. Also present were Manager Rodgers, Township Engineer Bortner, WWTP Superintendent Mahone, Zoning Officer Swanner and Administrative Assistant Miller. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF MEETING MINUTES: Minutes from the June 2, 2015 Health & Sanitation Committee meeting were approved as submitted.

CITIZENS REMARKS: None.

SEWER PROJECTS UPDATE: Center Street - Superintendent Mahone reported the project went out for bid on June 19, 2015. Bids will be opened on July 15, 2015 at 11:00 a.m. at the Township office. The contractor will have 60 days after the notice to proceed is given to complete the project.

Colonial Hills – The part II construction permit was received from the DEP and the comments have been addressed from the York County Conservation District. The E&S permit must be received before we can go to bid. Superintendent Mahone anticipates the project to be ready for bid in 30 days.

Mullertown – The part II construction permit has been advertised in the PA Bulletin which means the permit is in route and will arrive shortly. There are a few design issues with the electric service to be finalized. Superintendent Mahone anticipates the project to be ready for bid in 30 days. The Kwiatkowski subdivision plan for the Kwiatkowski's property has been formally filed with the Township. York County Planning Commission comments will be received within 30 days.

SLUDGE PAD & SILO PAINTING: Superintendent Mahone reported that due to the recent inclement weather the project start date had been postponed. D.M. Coatings will be using two crews in order to complete the project in a timely manner.

TRASH BAG BID: Superintendent Mahone informed the Committee the awarded bidder Central Poly Corporation is unable to accept the bid due to the pending repair of their production equipment. This is the second time Central Poly Corporation has been unable to fulfill an awarded bid. Superintendent Mahone contacted the next lowest bidder All American Poly. They are willing to honor the pricing on their bid. The Committee discussed possible options for obtaining bags and recommended pulling the Central Poly Corporation bond.

NPDES PERMIT RENEWAL: Superintendent Mahone reported the permit which expired in February 2013 was published in the PA Bulletin. The 30 day comment period started when the permit was published. GHD is reviewing and will create a response to the permit request for additional testing.

The meeting was adjourned at 8:27 p.m.

Respectfully Submitted,
Melissa A. Miller
Administrative Assistant

MINUTES
HEALTH & SANITATION COMMITTEE
AUGUST 3, 2015

The Penn Township Health & Sanitation Committee convened on Monday, August 3, 2015 at 7:39 p.m. following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Heilman, Felix, and Prieber. Commissioner Goldsmith was absent with notice. Also present were Police Chief Laughlin, Township Manager Rodgers, WWTP Superintendent Mahone, Township Engineer Bortner, Highway Foreman Mahan, Zoning Officer Swanner and Administrative Assistant Miller. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF MEETING MINUTES: Minutes from the July 7, 2015 Health & Sanitation Committee meeting were approved as submitted.

CITIZENS REMARKS: None.

SEWER PROJECTS UPDATE: Center Street - Superintendent Mahone reported contract documents are being exchanged between GHD and Barrasso Excavating for the Center Street sewer project. He anticipates a preconstruction meeting within the next 3 to 4 weeks.

Colonial Hills – Permitting is completed for the Colonial Hills project and it will be let out for public bid soon. Superintendent Mahone anticipates awarding the project at the September Board of Commissioners meeting.

Mullertown – Permitting is completed for the Mullertown project and will be going out for public bid in early September. Superintendent Mahone anticipates awarding this project at the October Board of Commissioners meeting.

SLUDGE PAD & SILO PAINTING: Superintendent Mahone reported D.M. Coatings has been onsite working on the sludge pad and silo painting since July 20, 2015. They will be finished with the project this week. He believes they did a very nice job.

NPDES PERMIT RENEWAL: GHD has reviewed the draft permit and has created comments requesting DEP to rerun the Toxics Screening Analysis for total copper using a hardness value of 217 mg/l for oil creek. This should remove copper as a pollutant of concern. GHD also requested DEP to remove Total Cyanide and Bis-Z Ethylhexyl Phthalate from the permit. Superintendent Mahone noted the draft permit was also sent to Stock & Leader to be reviewed by the environmental attorney Alex Chiruntinni for comments. The final comments must be submitted to the DEP by August 10, 2015. We have requested a 15 day extension for comment submittal and a meeting to discuss the permit if they are agreeable.

VACTOR TRUCK: Superintendent Mahone reported our current vac truck was purchased in 2001. The 5 year plan suggests replacing the truck in 2016. We intend to

keep the current vac truck for Public Works to clean catch basins. While inquiring about the truck specifications for next year's budget, he was informed a 2015 demo vehicle with the exact specifications was for sale at an additional discount of \$19,000 lower than co-stars price for a total purchase price of \$335,200. The Committee discussed purchasing the demo in lieu of ordering a new vehicle. Superintendent Mahone has tested the vehicle and has funds leftover in this year's budget to cover the discounted purchase price. A full warranty is included. The Committee recommended purchasing the demo model.

The meeting was adjourned at 7:55 p.m.

Respectfully Submitted,

Kristina Rodgers
Township Manager

MINUTES
HEALTH & SANITATION COMMITTEE
SEPTEMBER 1, 2015

The Penn Township Health & Sanitation Committee convened on Tuesday, September 1, 2015 at 7:48 p.m. following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Heilman, Felix, Prieber, and Goldsmith. Also present were Police Chief Laughlin, Fire Chief Cromer, Township Manager Rodgers, WWTP Superintendent Mahone, Township Engineer Bortner, Highway Foreman Mahan, Zoning Officer Swanner and Administrative Assistant Hallett. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF MEETING MINUTES: Minutes from the August 3, 2015 Health & Sanitation meeting were approved as submitted.

CITIZENS COMMENTS: None.

CENTER STREET SEWER LINE REPLACEMENT PROJECT: Superintendent Mahone reported that GHD received the signed agreement back from Barrasso and will be forwarding it to the Township this week. Barrasso has submitted shop drawings for approval so materials can be ordered. Mobilization is expected close to the end of September.

COLONIAL HILLS FORCEMAIN REPLACEMENT: Superintendent Mahone reported that the project is currently out for bid. Bids will be opened on September 17, 2015. Right now it looks like 8 or 9 general contractors are holding plans.

MULLERTOWN STATION REPLACEMENT: Superintendent Mahone reported that we are still working on finalizing a plan to satisfy our solicitor. GHD is finalizing the design and we could be ready to advertise for bids this month.

NPDES PERMIT COMMENTS: Superintendent Mahone reported that after reviewing the draft permit, Township staff and GHD met with DEP prior to responding to the draft permit comment period. The Township had issues with proposed limits; total residual chlorine, total copper, cyanide, chloroform, chlorodibromomethane, dichlorobromomethane, bisz-ethylhexyl phthalate. After discussions and submittal of additional data DEP agreed to reevaluate the copper, cyanide and phthalate limits; however, they stated they didn't see any way that the total residual chlorine limit and the limits for the 3 chlorinated compounds could be reduced or removed from the permit. As long as we use chlorine for the disinfection at the treatment plant we wouldn't be able to meet these limits. Our alternative is to eliminate the use of chlorine and use ultra violet light for disinfection. Commissioner Klunk inquired as to other options and Superintendent Mahone was not aware of any better options, but will talk to GDH again.

537 PLAN: Superintendent Mahone reported that we received a letter from DEP on August 6, 2015 that was dated July 30, 2015 listing in their opinion "technical deficiency" with the data that was submitted. GHD is working to address the issues raised by DEP with more explanation and revised data; however, it appears DEP feels that with the data the Township submitted the area in Oak Hills and Hershey Heights should be designated as a public sewer service area and request a timeframe for the installation of public sewer service. Commissioner Felix raised concerns about Township residents affording this installation and the potential for declining property value should they wish to sell. Commissioner Heilman inquired as to loans and other options for residents to afford the installation.

OTHER MATTERS: Engineer Bortner reported on the Breezewood permit. Engineer Bortner reported that the Center Street project may be completed at the end of October unless the weather does not cooperate.

The meeting was adjourned at 8:11 p.m.

Respectfully Submitted,

Kristina Rodgers
Township Manager

MINUTES
HEALTH & SANITATION COMMITTEE
OCTOBER 6, 2015

The Penn Township Health & Sanitation Committee convened on Tuesday, October 6, 2015 at 7:46 P.M. following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Felix, Heilman, and Prieber. Commissioner Goldsmith was absent with notice. Also present were Manager Rodgers, Engineer Bortner, WWTP Superintendent Mahone, Zoning Officer Swanner, Highway Foreman Mahan, and Administrative Assistant Hallett. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF MEETING MINUTES: Minutes from the September 1, 2015 Health & Sanitation Committee meeting were approved as submitted.

CITIZENS COMMENTS: None.

CENTER STREET SEWER LINE REPLACEMENT PROJECT: Superintendent Mahone reported that a pre-construction meeting was held on October 6, 2015 with Matt Barrasso, the owner of Barrasso Excavation. Mr. Barrasso indicated they are waiting for a delivery date from the manhole manufacturer. The manhole shop drawings have been approved and they are in the schedule for manufacturing. Mr. Barrasso hopes to be on site in 3-4 weeks and is intending to meet the substantial completion date of November 19, 2015.

COLONIAL HILLS FORCEMAIN REPLACEMENT: Superintendent Mahone reported that the notice to award was sent to E.K. Services. We are waiting for the performance bond and insurance certificates which are expected this week. Everyone living along the route of the Forcemain replacement was notified by letter.

MULLERTOWN STATION REPLACEMENT: Superintendent Mahone reported that we are waiting on Stock & Leader to get Denney's to sign off on the extinguishing of part of an easement to their property. After that is accomplished a deed will be prepared and we will meet with the Kwiatkowski's.

ACT 537 PLAN: Superintendent Mahone reported that after further discussion with DEP on the recent 537 Plan submission, staff and GHD feel it is in the Township's best interest to withdrawal the plan and conduct more surveys in the areas of Hoff Rd, Bankert Rd, Penn Circle, Waterfront Dr, and Black Rock Rd. GHD is going to draft a letter to DEP for the Township to review that will outline the reason for the additional data and a time line for resubmission of the plan.

REFUSE UNIT BIDS: Commissioner Felix asked if the Township would like to exclude Central Poly Bag Corp. from future bids due to their two prior withdrawals. Commissioner Heilman commented that the Township is collecting bid bond funds when they withdrawal and is therefore not opposed to allowing future bids. Allowing future bids was recommended.

TAX ISSUE: Commissioner Heilman asked if Weis Market's sales tax issues have been resolved. Manger Rodgers responded that a letter was sent to Weis informing them that Penn Township will no longer be selling them refuse bags due to the fact that it is a service and not taxable under PA law. Commissioner Felix recommended that Weis be removed from the quarterly newsletter.

2016 BUDGET: Manager Rodgers reviewed the following items in the 2016 draft budget:

Under Engineering the only salary increase was for an Intern to work during the summer and other school breaks, no increases are shown for the Engineer or Assistant Engineer. Funds are budgeted for Travel and Training to allow the Assistant Engineer to take some classes. \$25,000 in Capital Outlay has been budgeted for a new plotter as the plotter that the Township currently owns is costing more to repair than to replace. It is at least 7 years old and is currently being used by multiple departments. A GPS unit, which will benefit several departments, has also been requested. It is used to plot manholes, signs, streetlights and will be needed for MS4 compliance.

Under Solid Waste there are increases in wages per the AFSCME contract and health insurance was assumed at a 10% increase. Refuse Collection went up which is just a function of the department. The Solid Waste numbers are in line with past years.

Under Public Works, Manager Rodgers reported wage increases per the AFSCME contract. Prior budgets have shown the Highway Foreman being paid 50% from the Public Works budget and 50% from the Sewer budget; however, as of January 1, 2015 the position is being paid 100% from Sewer. Funds are budgeted to replace a 1999 T-5 pickup truck for \$55,000. Additional funds are budgeted in Storm Sewer for the Breezewood Dr. project. The draft budget shows \$50,000 for road repairs that are not covered by the Highway Aid funds. The draft budget shows a \$34,870.00 increase from 2015's General Fund Expenditures.

Under Highway Aid the Township will receive \$468,072 in State shared revenue, this number will continue to increase over the next 2 years per the approved transportation bill. \$500,000 in road projects are projected for 2016, including Flickinger Rd., Hershey Heights and Little Bridge Rd.

Under Sewer Revenue Fund a roller was budgeted for. Engineer Bortner shared that the roller is currently being shared by different departments which leads to project delays and the occasional need to rent a second roller. The new roller would be added to the fleet rather than trading the existing one in. The cost of renting a roller is approximately \$4750 per month and has been needed two months out of the year in past years. Commissioner Heilman questioned the lifespan of a roller. Engineer Bortner responded that the current roller is a 1996 but has significant mechanical issues which causes project delays. Superintendent Mahone reported that Hershey Heights will need to be finished in 2016. He would also like to design something to remove the Industrial Park Pumping Station. The budget reflects \$100,000 for this, however, the quote was returned at a lower amount and only \$50,000 will be required.

Manger Rodgers shared a Requested Equipment List and items on the list were discussed. Commissioner Heilman reminded the Board that none of these items are included in the budget at this point. A tractor is requested for Public Works to pull the flex wing mower as the current tractor is causing damage to recreational areas. An additional roller, larger than the one currently in the draft budget, has been requested. Funds are requested for the Fire Rescue Reserve. The Police Department is requesting an additional officer for 2016. Commissioner Klunk noted that Detective Sneeringer has stated his desire to enter the drop in January and adding an officer may be necessary at that time. He

believes this should remain open for discussion as staffing at the Police Department changes. Manger Rodgers stated that the playground equipment needs to be rebuilt. Funds are available in the Recreation Fund; however, they were intended for land acquisition and construction. Manager Rodgers noted that the only bids she received when searching for a Planner to assist with the Recreation Project were unreasonably high. Commissioner Heilman recommended reaching out to Red Lion to see if they would be willing to share their park plans for Penn Township to consider, rather than hiring a Planner.

Commissioner Heilman requested that a complete list of road projects be prepared for the November 2015 budget meeting. He also requested an updated Capital Outlay be made available at the meeting.

The meeting was adjourned at 8:26 P.M.

Respectfully Submitted,

Angela Hallett
Administrative Assistant

MINUTES
HEALTH & SANITATION COMMITTEE
NOVEMBER 3, 2015

The Penn Township Health & Sanitation Committee convened on Tuesday, November 3, 2015 at 7:41 P.M. following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Heilman, Felix, Goldsmith and Prieber. Also present were Township Manager Rodgers, Engineer Bortner, WWTP Superintendent Mahone, Highway Foreman Mahan, Zoning Officer Swanner, and Administrative Assistant Hallett. The following items were discussed:

ANNOUNCEMENTS: None

APPROVAL OF MINUTES: The minutes of the October 6, 2015 Health & Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None

MULLERSTOWN STATION: Manager Rodgers reported that the Mullerstown plan documents are being signed and notarized. Once notarized, Mr. Van de Castle and Mr. Felix will sign then it will go to West Manheim to be signed off on and then it will be recorded. The plan needs to be recorded by December 21, 2015.

D&R BEAN REQUEST FOR INSTALLMENT PLAN: Manager Rodgers read a request dated September 21, 2015 from D&R Bean asking for a ten year installment plan to purchase EDU's. They need thirty-two EDU's with the current tapping rate of \$2,298.00 for a total of \$73,536.00. Manager Rodgers confirmed with Mr. Debnam that the EDU's will only be used in July, August and early September. All thirty-two EDU's will be used up front. Commissioner Prieber confirmed that this would be the first exception of this type ever approved, thus setting a precedence. The request was discussed. Commissioner Heilman thanked Mr. Debnam for being a good business man and making improvements to the property but he does not feel this is a good decision for the Township. The Committee recommended denying the request.

CENTER STREET SEWER LINE: Superintendent Mahone reported that Barraso began construction of the Center Street sewer line on October 20, 2015. To date they have bored into existing manhole number nineteen and the connection with the new fifteen inch pipe. So far they have installed close to one hundred fifty feet of pipe. They have encountered an undulating rock base of about three to four feet which is slowing the progress.

COLONIAL HILLS FORCEMAIN: Superintendent Mahone reported that the signed agreement from E.K. Services is expected in today's mail for the Colonial Hills Force Main project. Once we have the signed agreement a pre construction meeting will be scheduled. They anticipate getting started around the beginning of December.

537 PLAN: Superintendent Mahone reported that the Act 537 plan was withdrawn from DEP. Letters to the residents in the Hoff Road, Black Rock Road, Penn Circle, Waterfront Drive, and Bankert Road areas will be sent out in one to two weeks to survey the condition of existing on-lot septic systems and to schedule a time to sample their well water. This data will then be used to determine the need for public sanitary sewer service. The data that we currently have is thirteen years old.

NITROGEN CREDITS: Superintendent Mahone reported that GHD sent an email asking if Penn would like to sell any nitrogen credits. Penn's credits will be registered. South Middleton Township is in need of 16,000 to 18,000 credits and they offered \$1 per credit. If they are not able to purchase the credits at auction they will contact us.

ELECTRONICS COLLECTION: Superintendent Mahone asked if Penn Township will continue to collect electronics at the recycling center. The County is going to use a new electronics recycler effective at the beginning of 2016. The vendor toured Penn's facility and offered to supply a trailer to prevent our doing a double handling. Commissioner Goldsmith asked that a reminder be placed in the Newsletter concerning leaving electronics on the curb.

WEST MANHEIM EDU AGREEMENT: Manager Rodgers reported that several months ago the Board reviewed an agreement with West Manheim for additional EDUs for Northfield and Myers and recommended approval. This was passed to West Manheim and never acted upon. Manager Rodgers and Superintendent Mahone will be meeting with the West Manheim manager to discuss this agreement. Northfield Adventure has withdrawn and it will only be Myers going forward. They would like to go from 220 EDUs to 430 EDUs

CITIZEN'S QUESTIONS: None

The meeting was adjourned at 8:05 P.M.

Respectfully Submitted,

Angela M. Hallett
Administrative Assistant

MINUTES
HEALTH & SANITATION COMMITTEE
DECEMBER 1, 2015

The Penn Township Health & Sanitation Committee convened on Tuesday, December 1, 2015 at 7:50 P.M. following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Heilman, Felix, Goldsmith and Prieber. Also present were Township Manager Rodgers, Engineer Bortner, Highway Foreman Mahan, Assistant to the Engineer Garrett, Commissioner Elect Van de Castle and Administrative Assistant Hallett.

ANNOUNCEMENTS: None

APPROVAL OF MINUTES: The minutes of the November 3, 2015 Health & Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None

CENTER STREET LINE REPLACEMENT PROJECT: Manager Rodgers reported that Barrasso has completed the installation of manholes 19-1 and 19-2 and has installed a total of 675 feet of pipe. They have installed the temporary parking area for the employee parking at Hanover Terminal. They have also completed rough restoration to the sedimentation pond and other excavated areas. This was up to date as of Tuesday, November 24, 2015 and it is possible that more work has been completed since then.

COLONIAL HILLS FORCEMAIN: Manager Rodgers reported that a preconstruction meeting was held on November 18, 2015. The contractor, EK Services, expects to provide submittals for approval of materials shortly and is planning to mobilize in mid-December. Final completion is expected by February 28, 2016.

537 PLAN SURVEY: Manager Rodgers reported that letters have been sent to residents along sections of Blooming Grove, Hoff and Bankert Roads requesting them to contact GHD to schedule a time to conduct a site inspection and the collection of a well water sample. Letters and mail back survey forms were sent to residents along sections of Black Rock Road, Penn Circle and Water Front Drive. The forms ask the residents to answer questions about their current on-lot disposal systems. All of those residents currently have public water so no well water sampling is necessary. Manager Rodgers shared that she has received calls from concerned citizens who do not want to pay for sewer connections in their area.

CHRISTMAS WRAP COLLECTION: Manager Rodgers reported that the annual Christmas wrap collection will be held from 8:00 A.M. to 3:00 P.M. on Saturday, December 26 and from 8:00 A.M. to 4:15 P.M. on Monday, December 28, Tuesday, December 29 and Wednesday, December 30. This will cause one day of overtime.

WAIVER REQUEST: Commissioner Klunk shared a letter dated November 3, 2015 from Jennifer Flynn requesting a delinquent fee waiver. He reported that she made contact with the Township after the bill was already late and did not believe the fees should be waived. The Committee denied the request.

OTHER MATTERS: Manager Rodgers reported that a formal complaint was received from a citizen residing on John Street claiming not to have received a sewer bill or delinquent notification from Penn Township. He was advised to speak with the post office and they denied responsibility for the lost bill.

CITIZEN'S QUESTIONS TO THE COMMITTEE: None

Respectfully submitted,

Angela Hallett
Administrative Assistant