

**MINUTES  
HEALTH & SANITATION COMMITTEE  
JANUARY 10, 2007**

The Penn Township Health & Sanitation Committee met in public session on Wednesday, January 10, 2007 at 7:00 P.M. Present were Commissioners Klunk, Stauffer, Johnson, Felix and Heilman. Also present were Manager Garvick, Superintendent Mahone and Environmental Director Hejmanowski. The following items were discussed.

**CITIZENS TO BE HEARD:** There were no citizens to be heard.

**JOINT VENTURE UPDATE:** Mr. Garvick reported that there has been no progress made on the design of the new interceptor and line repairs since the last Committee meeting. At this point it appears that Worthington Investments LLP, has chosen not to develop the tract of land along Moulstown Road. The other partner in "Joint Venture" (Mummert Enterprises) has now taken the position that he can't afford to complete the project by himself.

**NPDES PERMIT:** Mahone reported that the Township received a letter from DEP that has indicated that there will be loading limits established for Total Nitrogen and Total Phosphorus in the Townships new NPDES discharge permit. A requirement of the letter was to submit a plan within 180 days on how the Township intends to comply with these new limits. CET Engineering is currently conducting a Plan of Study on the treatment facility to evaluate different technologies that would allow the Township to meet the new limits.

**SEWER BILLING SOFTWARE:** Mahone reported that the new billing program for the Townships sewer bills has been installed and is expected to go live the week of January 22<sup>nd</sup>. So far the conversion of data from the old system to the new system has gone smoothly.

**CHRISTMAS WRAP:** Gene provided the Committee with the statistics for 2006 program and pointed out that we were able to recycle a higher percentage than we did previous years. Also, this year due to a vehicle breakdown at the Hanover Boro, we had to use our own open top 40 yard containers. Thank you to Bill Mahone for the assistance provided by his staff.

**ELECTRONICS RECYCLING:** The Committee was advised by Gene that this year's electronics program would be held the weekend of April 14<sup>th</sup>. This is a joint venture with York County Solid Waste Authority.

**YORK COUNTY SOLID WASTE REFUSE AGREEMENT:** Mr. Hejmanowski informed the Committee that Penn Township received the agreement contract from the Authority. A discussion followed with no action taken.

**NEW HAULER YORK WASTE DISPOSAL:** Since the new contract went into effect, January 1, 2007, Gene and members of York Waste have been meeting daily to resolve some of the issues that are arising. The problem areas are alleys to curbside, non dedicated streets with no place for the vehicles to turn around which results in backing into the streets causing a safety concern also a request from the Hauler to limit our bulk item metal pick-up to every Thursday. A detailed discussion followed with results being that Mr. Garvick and Gene are to meet with York Waste Disposal management to rectify the problem areas.

**SOUTH HANOVER WAL MART:** Mr. Hejmanowski informed the Committee that the new Wal Mart is interested in selling Penn Township refuse units. The Committee agreed that this would be a good vendor.

**904 STATE GRANT:** Gene informed the Committee that Penn Township received a 904-Grant award in the amount of \$125,107.00. Also, Penn Township was recognized by the Governor as having an outstanding recycling program.

**HOMEWOOD PLUM CREEK:** Mr. Hejmanowski informed the Committee that he was contacted by Homewood to review their refuse and recycling program. This program is administered by the employees of Homewood. Upon reviewing their program, Gene advised the Committee there was little to nothing being done in the recycling area. At this point, Gene requested approval from the Committee to recommend to Homewood that they use recycling bins provided by the Township if they so desired. A lengthy discussion followed with approval granted. Gene will set up a meeting with Homewood to address the situation.

Respectfully submitted,  
William H. Mahone  
Superintendent WWTP  
Eugene Hejmanowski  
Environmental Director

MINUTES  
HEALTH & SANITATION COMMITTEE  
MARCH 14, 2007

The Penn Township Health & Sanitation Committee met in public session on Wednesday, March 14, 2007 at 7:00 P.M. Present were Commissioners Stauffer, Klunk, Felix, Manager Garvick, Superintendent Mahone and Environmental Director Hejmanowski. The following items were discussed.

**CITIZENS TO BE HEARD:** None

**JOINT VENTURE UPDATE:** Mahone reported to the Committee that there has been no communication between Penn Township and Mummert Enterprises and Worthington Investments Co. since our last H & S meeting.

**NPDES PERMIT:** Mahone reported that the draft NPDES permit has been reviewed by CET Engineering and Mette, Evans and Woodside and that comments have been formally submitted. We anticipate a meeting to be scheduled in the next 2 - 3 weeks to discuss permit issues with DEP.

**SEWAGE ENFORCEMENT OFFICE:** Mr. Garvick informed the Committee that a search for a replacement SEO has been completed and the recommended replacement is Mr. Doug Stambaugh who is with Group Hanover Inc. The Committee agreed to appoint Mr. Stambaugh as the new SEO.

**NEW HAULER:** Gene informed the Committee that, overall, York Waste Disposal has improved with minimum complaints.

**ELECTRONICS PROJECT:** Mr. Hejmanowski advised the Committee that this project is in place for Saturday, April 14<sup>th</sup>. The event will be held at Penn Township's Wastewater Treatment Plant located at 1020 Wilson Avenue from 8:00 a.m. to 1:00 p.m.

**EARTH DAY PROJECT:** In compliance with Keep America Beautiful and Earth Day, Gene notified the Committee that this year he is having two Boy Scout Troops on April 22<sup>nd</sup> help to clean up the Township roads. Roads of concern are being recommended by Eric Bortner, Public Works Director. Our goal is to pick up recyclables for recycling and also disposing of the trash.

**EDUCATION AND ENFORCEMENT:** With an increase cost of refuse units in the past two years, weight of the refuse units has increased. Also, trash in recycling bins is more prevalent. Our Education & Enforcement program must be implemented. Gene is working on a schedule to begin in April and with the addition of our Part Time employee this will become a reality. Gene also informed the Committee that our Part Time employee is working out very well and thanked the Committee for allowing this to happen.

Respectfully Submitted  
William H. Mahone  
Superintendent WWTP  
E.R. Gene Hejmanowski  
Environmental Director



MINUTES  
HEALTH & SANITATION COMMITTEE  
MAY 9, 2007

The Penn Township Health & Sanitation Committee met in public session on Wednesday, May 9, 2007 at 7:00 P.M. Present were Commissioners Stauffer, Klunk, Felix, Manager Garvick and Superintendent Mahone. The following items were discussed.

**CITIZENS TO BE HEARD:** None

**JOINT VENTURE UPDATE:** Mahone informed the Committee that Staff had met with Dan Cullison, Tim Mummert and Ryan Myers on May 2, 2007 to discuss the possibility of other developers jointing with Joint Venture to expedite repairs to the existing collection system and the construction of the York Street Interceptor. Tim Mummert, who is part of Joint Venture, indicated that they are moving forward with their engineer, HRG, to address the comments on the plans that the Township submitted in October of 2006. Mr. Mummert also indicated that is their intention to proceed immediately with the interceptor from York Street to the WWTP while holding off on the westerly section from the WWTP through the Industrial Park to the former airport property. This will require some modification to the Agreement. Mr. Mummert also asked if the Township would be receptive to amending the existing agreement to include the additional interested parties. Staff instructed Joint Venture to prepare a draft of the amendments for the Township to review.

**NPDES PERMIT:** Mahone informed the Committee that Staff met with DEP on April 18, 2007 to discuss the comments submitted by CET and Mette, Evans and Woodside concerning our draft NPDES Permit. During the meeting DEP had requested some additional data concerning on-lot systems, Free Cyanide and loadings from Hanover Foods Corp. This data has since been delivered to DEP. DEP indicated that at some point in the future the Township stands a very good chance at receiving a Total Maximum Daily Load limit for Total Nitrogen and Total Phosphorus. However the criteria to develop the TMDL isn't expected to be available until sometime in 2009. This could have an impact on which type of treatment technology will be needed to meet the limits. DEP indicated they would evaluate the additional data and the Township would receive another draft permit, which it will be allowed to comment on.

**REFUSE UNITS:** The first order for the new refuse units has been placed. We plan to put 15 skids in reserve at Hanover Terminal and the rest will be stored in our trailer or wherever we can find some room.

**EDUCATION/ENFORCEMENT:** The enforcement project is underway and we are encountering numerous instances of noncompliance. Mr. Hejmanowski is particularly concerned with the lack of recycling at Young's Woods. He plans to pursue other options, including relocating the recycling drums, in order to get the picnics to recycle more material that is now being discarded in the dumpsters.

**RECYCLING TRAILERS:** We are currently in the market for two replacement trailers and we think it best to go after 48' units instead of the 53' units. The cost of the 53' trailers is prohibitive and we can just as easily utilize the smaller ones. We will sell or dispose of one of our smaller units while keeping one for a temporary storage unit.

**TEXTILE RECYCLING:** The committee approved the annual textile recycling project for Saturday, September 15, 2007. The township will make arrangements for disposal of the material collected. We

expect that we will have sufficient labor by utilizing ARD and the township's own work force.

**PADEP AUDIT:** The 2005 Act 101 Section 904 Grant application will be audited by DEP sometime within the next two weeks. We don't anticipate any problems although we are usually scrutinized very thoroughly. DEP will then authorize payment to the township based upon their confirmation of our submitted recycling tonnages.

**SNYDER'S OF HANOVER:** Commissioner Stauffer inquired as to the possibility of the township purchasing waste salt material from Snyders. We indicated that the township would consider taking "clean" waste salt at no cost. The township is reluctant to pay for this material since it probably requires labor and equipment to handle, pile and store the material. If this were the case, it would not be cost effective. In addition, Snyder's produces around 500 tons per year and our current salt storage facility only holds about 100 tons. The new salt storage facility being planned will hold at least that amount. However, the new facility will not be constructed until some time later this year, at the earliest.

Respectfully Submitted  
William H. Mahone  
Superintendent WWTP  
Jeffrey R. Garvick  
Manager

MINUTES  
HEALTH & SANITATION COMMITTEE  
JULY 11, 2007

The Penn Township Health & Sanitation Committee met in public session on Wednesday, July 11, 2007 at 7:00 P.M. Present were Commissioners Felix, Klunk, Stauffer, Johnson and Heilman. Also present were Manager Garvick, Superintendent Mahone, Environmental Director Hejmanowski, and Tom Whittle, P.E., CET Eng. Inc. The following items were discussed.

**DEP DISCHARGE PERMIT:** Mr. Whittle gave an update on the status of the NPDES Discharge Permit situation. He explained the consequences of the cap loadings being considered by DEP as a result of the Chesapeake Bay Tributary Strategy (CBTS). Also discussed was the impact on the final limits due to the presence of flow from Hanover Foods as well as the conversion of on-lot systems to the public sewer. It was Mr. Whittle's contention that the Township should receive some credit for the loading that Hanover Foods discharges to us since they are also a direct discharger and they will have their own cap load assigned. This issue of credit has yet to be addressed by DEP. Further complicating the issues are the future regulatory limits based on the Oil Creek Total Maximum Daily Load that will be placed on our system by DEP, which will require even more stringent nutrient removal. These final limits are to be arrived at some time in 2008. This means that a final WQM permit will not be issued to Penn until some time in 2009. The goal is to be in compliance by 2010.

An implementation schedule has been prepared in anticipation of meeting the nutrient annual cap loadings. The schedule allows for completion of all necessary studies in order to arrive at the most reasonable and cost effective method of treatment plant modification to meet all future demands. Our schedule exceeds the 2010 goal somewhat, and it remains to be seen if it will be approved by the state.

According to Engineer Whittle, the Township is exploring two different treatment methods, Membrane Bio Reactors and Deep Bed Filtration, to meet the discharge limits. The evaluation is still in the preliminary stage. The cost of the modifications could reach as high as \$14 Million.

**W. MANHEIM TWP. CAPACITY REQUEST:** The Committee discussed a request dated 6-13-07 from West Manheim Township for an additional 400 EDU's (112,000 GPD). The current agreement with W. Manheim limits them to 550,000 GPD. Manager Garvick indicated that in 1988, when the agreement was executed between Penn and W. Manheim, the intent was to eventually provide W. Manheim with 1 MGD of sanitary sewer capacity. The CBTS will limit the amount of available capacity within the Penn Township WWTP. Therefore, it would appear that any additional consideration for capacity would have to wait until the treatment plant has been sufficiently modified and/or expanded. West Manheim Twp. Manager Andy Richardson addressed the Committee, telling them that the additional capacity would also assist the York Street Interceptor project because there are developers willing to contribute funds in exchange for assurances of capacity. These developments are not included in the current 550,000 GPD allotment. Chairman Felix indicated that Penn's WWTP is capable of handling only 3.2 MGD. The average flow is now around 1.7 MGD. With proposed buildout in Penn, there is no available capacity. It is the desire of the Committee to maintain communication with W. Manheim so that when today's problems are resolved there will be the opportunity to try to accommodate them

with additional capacity.

**SEWER BILLING MODIFICATION:** The Committee reviewed a staff proposal to streamline the sewer billing collection cycle. This past billing quarter the Township sent 260 delinquent notices, which resulted in 60 service termination notices. Currently, the Township allows a collection cycle of 106 days from the time an invoice is sent to the point where service is terminated due to non-payment. The time frame gets elongated due to the fact that the current system calls for an invoice, delinquent notice and shut-off notice, all with their own schedules. We are proposing to combine the delinquent and the shut-off notice, which will reduce the collection cycle to 71 days. After some discussion, the Committee agreed to the conversion. The new system should not require any modification to the Sewer Use Ordinance.

**YORK ST. INTERCEPTOR:** We continue to meet with any and all parties in an ongoing effort to get this project off dead center. We met last week with the folks from the former Hanover Airport and will meet again in the near future with HRG, Eng, Inc. to again discuss the design. The project is being splintered into two different phases with the York Street portion and the Airport portion being developed independently. The Township will watch this carefully since we would rather have the project constructed in its entirety.

**ARD PERSONNEL:** Mr. Hejmanowski informed the Committee that he is having a problem securing ARD personnel due to the recent changes in the York County Probation Department policies which allow for individuals to purchase their community service hours in lieu of working them off. We have fewer individuals available to work the drop-off center, which translates into increased workload for both our full-time and part-time recycling employees. This policy affects both the adult and the juvenile offenders that we count on. Gene indicated that he is on the YC Probation Advisory Board and he will address this issue with them at the next meeting.

**EDUCATION & ENFORCEMENT:** There have not been enough hours available to sufficiently pursue the inspection of curbside refuse units. It would appear that non-compliance has increased from about 10% to 20% since 2007. The Committee had no hard suggestions other than to do the best we can under the circumstances.

**NEWSLETTER:** The next newsletter is scheduled for mid-August. Since Ron Wentz retired, we will be using the services of a new printing company. The Committee was informed to let staff know if there is anything special they wish to see put into the newsletter.

**RECYCLING TRAILERS:** Two used 48' x 102" trailers have been located and we are in the process of securing them.

Respectfully submitted,

William H. Mahone, WWTP Supt.  
E.R. Hejmanowski, Envir. Dir.



MINUTES  
HEALTH & SANITATION COMMITTEE  
SEPTEMBER 12, 2007

The Penn Township Health & Sanitation Committee met in public session on Wednesday, September 12, 2007 at 7:00 P.M. Present were Commissioners Stauffer, Klunk, Felix, Johnson, Heilman, Manager Garvick, Superintendent Mahone and Environmental Director Hejmanowski. The following items were discussed.

**CITIZENS TO BE HEARD:** Scott Barnhart and Andy Richardson from West Manheim Township addressed the Committee. According to Mr. Barnhart there are developers in West Manheim that will help construct an interceptor for West Manheim Township if they could purchase capacity of 112,000 gallons per day for future development. Mr. Barnhart also indicated that the same developers would participate in the construction of the York Street interceptor in Penn Township. Mr. Barnhart said that they met with officials from DEP and asked them if they would allow Penn to sell the extra capacity to West Manheim. Mr. Barnhart indicated DEP was very happy to hear about a renewed interest in construction of the York Street interceptor and that DEP would allow this concept to develop for a short time frame to see if the two Townships can come to some agreement. DEP has requested weekly progress reports from West Manheim Township. The Committee members all agreed that if the developers make all of the necessary improvements to the collection system and construct the York Street interceptor and DEP approves everything, they would sell the additional capacity to West Manheim. It was understood that Penn and West Manheim will amend the intermunicipal agreement to reflect the increased flow as well as spell out what West Manheim's financial obligation would be regarding the Wastewater Treatment Plant expansion capital costs. Manager Garvick will send correspondence to West Manheim disclosing the intentions of Penn Township regarding this matter.

**WHISPERING RUN COLLECTION SEWER:** Mahone reported to the Committee that a walk through inspection was completed on September 10, 2007 and that there are several problems that need to be corrected before the interceptor line would meet the satisfaction of the Township. The Committee indicated they would seek the advice of legal counsel prior to making any decision on pending plan approvals for developments that would drain into this collector sewer.

**GREEN CLOUD EXERCISE:** Mahone informed the Committee that on September 14, 2007 a full-scale chlorine leak response drill would be conducted at the Wastewater Treatment facility. Participants would be Hanover Hospital, Penn Township Emergency Services, Penn Township Police, Hanover Fire and Police and York County Emergency Management Agency.

**2008 BUDGET DRAFT:** Mahone presented the Committee with the first draft of the 2008 Budget. The Committee felt the proposed budget was a good draft with no major problems.

**EDUCATION & ENFORCEMENT:** Hejmanowski advised the Committee that, with the help of our part-time employee, we have been able to do a more extensive education program with our residents. The results are not fantastic but the fact that we are out there should result in some improvement. Currently our noncompliance of curbside recycling is more than 12.5%. In the past our noncompliance rate was 7% and 8%. Gene attributes the noncompliance to two factors. The first is price increases in refuse bags. Residents are putting more into them causing overweight bags. The second reason is lack of education and enforcement for the first half of the year due to lack of manpower.

**CHRISTMAS WRAP & RECYCLING PROGRAM:**

Gene informed the Committee that with their approval he would like the program to be held, December 26, 27, 28 and 29<sup>th</sup>, the location would be at the Wastewater Treatment Plant. Approval was granted for the dates requested.

**TEXTILE RECYCLING:**

The Committee was updated on our current textile recycling project being held the week of September 10<sup>th</sup> thru the 15<sup>th</sup>. Residents have delivered more than 1/3 of a truckload and are very grateful that we are doing the week long collection.

**RECYCLING DROP-OFF CHANGES:**

Gene gave the Committee a short presentation on why he is requesting a modification to the recycling drop-off facility:

1. Due to the heavy activity at the facility the safety of the residents has become a concern. With our current set-up of trailers and other equipment, parking and unloading is an issue.
2. If we expand our facility, it will enable us to serve the residents more efficiently and safely, eliminating the vehicle back-up, which frequently extends out into Height Avenue.

The Committee gave Gene permission to go ahead and see what the cost of the project would be and what all would be involved as far as redesigning the layout.

**RECYCLING EQUIPMENT:**

With the approval from the Committee at a previous meeting, Mr. Hejmanowski informed them that two additional trailers have been purchased and put into service immediately. Regarding the two trailers that were replaced, one was given to the Public Works Department and the other has been recycled. The eight wheels were sold to Mar Bar Tire and the rest of the trailer was sold to Staiman Recycling for scrap.

**RECYCLING EQUIPMENT CONTINUED:**

Mr. Hejmanowski also requested authorization to purchase a new pick up truck. The current one is a 1998 and, with our part time help and some planned projects, another pick up truck would be helpful. Approval to get a price for a new truck was given.

**MISCELLANEOUS:**

Gene notified the Committee members that during the past couple of months he has been negotiating with the recycling vendors on service and cost. After a personal visit with each vendor, Gene has been able to cut down on the numbers of trips to York by utilizing local vendors while increasing our revenue.

Some questions were raised by one of the Committee members in reference to the use of dumpsters versus refuse bags for developers and/or builders constructing multiple condos. After a short discussion by the Committee it was agreed that the developers and/or builders should contact the Environmental Director and get a letter of approval.

Respectfully Submitted  
William H. Mahone  
Superintendent WWTP  
Eugene R. Hejmanowski  
Environmental Director

MINUTES  
HEALTH & SANITATION COMMITTEE  
NOVEMBER 14, 2007

The Penn Township Health & Sanitation Committee met in public session on Wednesday, November 14, 2007 at 7:00 P.M. Present were Commissioners Stauffer, Klunk, Felix, Johnson, Heilman, Manager Garvick, Superintendent Mahone and Environmental Director Hejmanowski. The following items were discussed.

**CITIZENS TO BE HEARD:** Supervisor Scott Barnhart and Manager Andy Richardson from West Manheim Township were in attendance to request that Penn Township sign and approve two Sewer Planning Modules that are pending for developments in West Manheim Township. Mr. Barnhart indicated the developers would install an interceptor line in West Manheim and make contributions toward the installation of the York Street Interceptor in Penn Township once the projects are approved by DEP. The sewer capacity for these developments would be part of the additional 112,000 gals. that West Manheim had requested from Penn Township at the last Health & Sanitation meeting. The Committee told Mr. Barnhart that the additional 112,000 gals. of capacity requested by West Manheim that was agreed upon at the last Health & Sanitation meeting would only be approved after an agreement was developed and signed by both municipalities. Penn Township also informed West Manheim that DEP has recently made language changes to the planning modules that require Penn Township to comply with annual discharge loading limits. Since Penn does not have a final NPDES permit that establishes these limits or written direction from DEP on how to address this issue, Penn can not sign that section of any Planning Module.

**WHISPERING RUN COLLECTOR SEWER:** Mahone reported that all of the frame and covers have been reset using the mastic material. The Contractor is currently vacuum testing all of the manholes and addressing the other punch list items.

**NORTHERN GROUP SEWER PROPOSAL:** Mahone informed the Committee that Staff and CET Engineering met on 11-6-07 with this group of developers and their Engineer. The group presented a report that summarizes the hydraulic analysis of the Industrial Park pump station, the associated tributary gravity sewer system and the redirection of the stations discharge to the Township=s treatment plant. Staff indicated to the Northern Group that CET Engineering would review the report and possibly run another hydraulic model on the lower section of the main interceptor to see how the redirection of the Industrial Park pumping station flow would impact the capacity of the line. The Township expressed concerns with some of the plan alternatives since they would use up all of the existing capacity at the station and replace only two sections of the main interceptor instead of seven. The Township will contact the Northern Group after CET Engineering has completed their review.

**NPDES DRAFT PERMIT:** On behalf of the Township, Mette, Evans and Woodside submitted comments regarding the draft NPDES permit. To date no response has been received.

**MBR PLANT VISIT:** On October 23<sup>rd</sup>, Pete Lusardi and Tom Whittle from CET Engineering along with Jeff Garvick and myself visited a Membrane Bioreactor treatment plant just outside of Cleveland, Ohio. This plant was recently retrofitted with the type of technology we are looking at

for our plant upgrade. The trip was beneficial in alerting us of how they did certain things with the retrofit of an existing plant. This information will be useful during our design phase.

**WEEKLY METAL BULK PICKUP CURBSIDE:** Mr. Hejmanowski advised the Committee that this program is working out really well for both the Residents and Penn Township. We are averaging 15 pieces of metal a week. We are saving on tipping fees and getting credit for recycling tonnage.

**2008 CHRISTMAS TREE PICKUP:** York Waste Disposal informed us that the curbside Christmas tree pickup will be Saturday, January 19, 2008, no plastic bags.

**2007 CHRISTMAS WRAP & RECYCLING PROJECT:** Gene informed the Committee that all is in place for our annual project. The dates and time are December 26<sup>th</sup>, 27<sup>th</sup> and 28<sup>th</sup> from 8:00 a.m. to 4:00 p.m. and Saturday, December 29<sup>th</sup> at 8:00 a.m. to 1:00 p.m. The location will be at the Penn Township Wastewater Treatment Plant, 1020 Wilson Avenue.

**EDUCATION & ENFORCEMENT:** Mr. Hejmanowski advised the Committee that thru increased enforcement & education the rate of **noncompliance** in residential curbside recycling has decreased from 14% to 10%. Gene thanked the Committee for the cooperation.

**NEWSLETTER:** The Committee decided that November 26<sup>th</sup> will be the deadline for any information to be included in the Township's newsletter. Gene will then make every effort to have the newsletter mailed by December 14<sup>th</sup>.

At this point of the meeting Gene thanked the outgoing Commissioners for their help in making Penn Township, York County one of the top Municipalities in the Commonwealth when it comes to their recycling program.

Respectfully Submitted  
William H. Mahone  
Superintendent WWTP  
Eugene R. Hejmanowski  
Environmental Director