

MINUTES
HEALTH & SANITATION COMMITTEE
January 5, 2010

The Penn Township Health & Sanitation Committee met in public session on Tuesday, January 5, 2010 at 7:10 PM following the Public Works Committee. Present were Chairman Rewa and Commissioners Prieber, Heilman, Goldsmith and Felix. Also present were Manager Garvick, WWTP Superintendent Mahone, Township Engineer Bortner, Administrative Assistant Rodgers, and Highway Foreman Mahan. The following items were discussed.

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the December 1, 2009 meeting were approved as presented.

CITIZENS REMARKS: Dave Rambol, 23 Ivy Circle, stated that he wanted a recalculation for the increase in sewer rates so that the base rate is lower than the seven thousand gallons with an additional charge for each 1000 gallons over the minimum. He stated that his water consumption was 3,000 gallons. He feels that the seven thousand gallon base rate is too high and he is subsidizing those that use more than seven thousand gallons. He feels the rate should be recalculated now since the cost estimates are being made available tonight. The Committee informed Mr. Rambol that they would be willing to revisit the rate structure once the bidding of the project has occurred. The estimates that they receive are just estimates and things can change when the project is bid.

FINAL DESIGN AND COST ESTIMATES: WWTP Superintendent Mahone introduced Joel Kostelac, Bill Ladou, and Thomas Whittle from CET Engineering who presented the final design for the upgrade to the Township's wastewater treatment plant.

Mr. Kostelac provided a presentation, which showed the current treatment plant and how it will be modified for the upgrades. The design will allow the use of some of the existing facilities. The current plant is designed for an average daily flow of 4.2 million gallons per day (MGD) while the "new" plant will allow 5.0 MGD average daily flow to 14 MGD peak hourly flow. There is some site and demolition work that needs to be completed before the work can begin. The final clarifiers, pump pit, nitrification towers, and old plant sludge thickener will be removed. Portions of the control building and aeration and stabilization tanks will be selectively demolished. He reviewed the scope of the new headworks and what will be constructed. Sewage will travel through coarse screen, bypass channel, and raw influent pumps, to the submersible pumps equipped with variable frequency drivers, while the screenings are placed into a washer/grinder/compactor for disposal. The waste will then pass through a fine screening and then through a pump station. This will help protect the processes downstream. Everything is being built so there is flexibility to upgrade the plant in the future. The waste will then travel to the anoxic basins. This is a new technology where nitrogen is converted and gasifies into the atmosphere. The next stage is the aeration basins, which will remain as it currently is in these tanks. The current diffused air equipment dates from 1991. The only modifications will be hydraulic. There is an expensive control system that needs to be installed. This will measure how toxic the waste is and will allow the best treatment of the waste. The next part of the process is the final clarifiers. There will be water pumped through the plant twice to help with the

removal of nutrients, which will cause an increase in the energy used by the plant. The next process is the clarifiers, which aids in the solid removal. A new process will be installed which will be a cloth filter system that will further remove solids and particulates. The current flow process goes through a sand filter, which will be removed. There are some other items that will occur with the project and they are a chemical storage and feed system, plant water system, process control and monitoring system, electrical upgrades including a new backup generator, and control building upgrade. Mr. Kostelac reviewed the expected results, which will meet the Chesapeake Bay reduction requirements for the foreseeable future. The estimated cost of the project is \$21,907,000, which includes construction costs, project contingency, mobilization and demobilization along with design, permitting, land development, administration of the bid and award and the construction inspection. He provided a time line on the project which is to release the bid in April; open bids in June; award the contract in early summer; and construction to beginning in early fall. The upgrades need to be substantially complete by September 2011 and compliance reports have to be sent by the end of September 2012. Commissioner Heilman expressed frustration about the 14% of the problem being solved by this process and the lack of funding by DEP with H2O grants.

TOWER MEDIA RECYCLING PROJECT: Superintendent Mahone stated that Bluebird Recovery is removing the plastic media from the biological nitrification towers at the Wastewater Treatment Plant. Equipment should be here around January 16th to start the removal process.

CHRISTMAS WRAP & RECYCLING: Superintendent Mahone reported on the 2009 Christmas wrap and recycling project. He reported that the project cost was \$645.69 with less recycled cardboard than in past years. There was some concern about the reduction in cardboard but it was noted that there is reduction in the volume of all the recyclables. Then Committee noted that Mr. Don Brady again provided nineteen volunteer hours for the project.

CHRISTMAS TREE PICKUP: Superintendent Mahone reported that Christmas tree pick up would be held the week of January 18, 2010.

DEP GRANT: Superintendent Mahone reported that the Township received notification that it will receive \$121,592 in grant funds for the 2007 904 grant.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:
None.

The meeting was adjourned at 8:07 PM.

Respectfully Submitted,

Jeffrey R. Garvick, Manager

MINUTES
HEALTH & SANITATION COMMITTEE
FEBRUARY 2, 2010

The Penn Township Health & Sanitation Committee met in public session on Tuesday, February 2, 2010 at 7:31 PM following the Public Works Committee. Present were Chairman Rewa and Commissioners Prieber, Heilman, Goldsmith and Felix. Also present were Manager Garvick, WWTP Superintendent Mahone, Township Engineer Bortner, Administrative Assistant Rodgers, and Highway Foreman Mahan. The following items were discussed.

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the January 5, 2010 meeting were approved as presented.

CITIZENS REMARKS: None

PENNVEST NUTRIENT TRADING PROGRAM: Superintendent Mahone reported that Pennvest would be starting soon to bank nutrient credits so that wastewater treatment plants that cannot meet their permit requirements can purchase these credits to meet their discharge limits. The Township is not looking to purchase credits at this time because of the proposed upgrades to the plant. In addition, since the plant will only be working at fifty percent of capacity following the upgrade we may have nutrient credits we could sell on a yearly basis to Pennvest for additional revenue.

SEWER BILLING SOFTWARE UPDATE: Superintendent Mahone reported that we are purchasing additional software from KVS. Parcels from the tax maps will be added to the billing system to cross-reference the sewer bills with the parcels. This will ensure that every sewer-connected parcel in the Township is being invoiced.

RECYCLABLE REVENUE UPDATE: Superintendent Mahone provided the Committee with a graph plotting the revenue received for recyclable materials over the past 36 months. It was noted that the recycling market bottomed out mainly because foreign consumers stopped purchasing recyclables from the United States. The township still recycled three million pounds of materials in 2009. Mr. Mahone posted some information at the recycling facility that informed the residents how much energy and raw materials was saved by their recycling efforts.

SPRING NEWSLETTER: Superintendent Mahone reported that the spring newsletter would be going out in April. The deadline for articles is March 15, 2010.

100 BIRTHDAY PROCLAMATION: The Committee received a request from Michael Brown asking that the Township recognize in some way the 100th birthday of one of the residents in the Township. The Committee felt that this was a good suggestion and recommended authorizing the Manager to prepare a proclamation, if requested, for those residents reaching the age of 100.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:
None.

The meeting was adjourned at 7:46 PM.

Respectfully Submitted,
Jeffrey R. Garvick, Manager

MINUTES
HEALTH & SANITATION COMMITTEE
MARCH 2, 2010

The Penn Township Health & Sanitation Committee met in public session on Tuesday, March 2, 2010 at 7:17 PM following the Public Works Committee. Present were Chairman Rewa and Commissioners Prieber, Heilman, Goldsmith and Felix. Also present were Manager Garvick, WWTP Superintendent Mahone, Township Engineer Bortner, Administrative Assistant Rodgers, and Highway Foreman Mahan. The following items were discussed.

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the February 2, 2010 meeting were approved as presented.

CITIZENS REMARKS: None

WEST MANHEIM ADDITIONAL CAPACITY: WWTP Superintendent Mahone reviewed West Manheim's additional sewer capacity reserve agreement. The capacity agreement is for 400 edu's as a result of the developer's agreement that was previously approved. The agreement was recommended for approval.

SEWER TAPPING FEE CALCULATIONS: Supt. Mahone reported that our sanitary engineers, CET, Inc. have recalculated the sewer-tapping fee based on the estimated costs for the proposed upgrades to the plant. The new tapping fee could be set at a maximum of \$2298 versus the current \$1030. The Committee recommended increasing the cost of the tapping fee.

ESTIMATED COST FOR CREDIT AND DEBIT PAYMENTS: Administrative Assistant Rodgers reviewed the additional costs, provided by PNC Bank, that we would incur for ach and credit card payment of sewer invoices. The Committee decided not to pursue these types of payments but to survey the residents to see if they wanted the option. The survey will be available on line but advertised in the newsletter.

MAC/DARE RECYCLING PROGRAM: Superintendent Mahone stated that we received a request from Mid Atlantic Clothing Recycling to place a small storage shed at the community park to collect clothing. The clothing would then sent to third world countries, sold or shredded. They would provide the sheds along with maintaining them and collecting the material. They would provide \$100 for each box to the municipality each year for the Local D.A.R.E. program along with \$100 to the state D.A.R.E. program. MAC was informed that the Township currently has a textile-recycling program. The Township earned \$823 last year from recycling textiles. Superintendent Mahone told MAC he would still bring it up to the Committee for their input. The Committee indicated it was not in favor of placing numerous boxes throughout the Township nor was it in favor of relinquishing any revenue we now receive.

SPRING NEWSLETTER: Superintendent Mahone reported that he would like all articles for the Spring newsletter by March 24, 2009

SHREDDING EVENT: The next shredding event is scheduled for April 24, 2010 for residents only. The collection will be from 9:00 am to 2:00 p.m.

PUMPING STATION REPLACEMENT: Manager Garvick reported that the Township is making progress with PADEP on the elimination of two pumping stations. These stations are at Timberland and Laurel Drive. Once the Township receives DEP approval they can proceed with the projects.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:
None.

The meeting was adjourned at 7:44 PM.

Respectfully Submitted,
Jeffrey R. Garvick, Manager

MINUTES
HEALTH & SANITATION COMMITTEE
APRIL 6, 2010

The Penn Township Health & Sanitation Committee met in public session on Tuesday, April 6, 2010 at 7:17 PM following the Public Works Committee. Present were Chairman Rewa and Commissioners Prieber, Heilman, Goldsmith and Felix. Also present were Manager Garvick, Township Engineer Bortner, Administrative Assistant Rodgers, and Highway Foreman Mahan. The following items were discussed.

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the March 2, 2010 meeting were approved as presented.

CITIZENS REMARKS: None

YORK STREET INTRECEPTOR: Manager Garvick reported that right-of-way agreements were sent to property owners in anticipation of the York Street interceptor project. The project will be bid in the next month or so.

SEWER LINE REPAIRS ON WESTMINSTER AVENUE: Since PennDOT will be resurfacing Westminster Ave., Manager Garvick reported that about 480 feet of sewer pipe would need to be replaced. In addition, there are manholes that need to be raised and several laterals that need to be repaired. The sewer line replacement from 8" to 10" will increase the flow capacity to 1 MGD.

MID-ATLANTIC CLOTHING: Manager Garvick reported that Mid-Atlantic Clothing would now be purchasing the Township's recycled textiles. The Township will be receiving about fifty percent more in revenue than what we received before. The collection process used by Mid-Atlantic will also reduce the amount of work needed to be done by Township employees.

SPRING NEWSLETTER: Manager Garvick reported that the Spring Newsletter was sent to the post office on March 30. The Committee members reported receiving their letters.

SHREDDING EVENT: Manager Garvick reported that Incred-A-Shred will be here on April 24 for residents to bring in confidential papers and documents for shredding.

PAYMENT SURVEY: Administrative Assistant Rodgers reported that residents have started to respond to the survey put online to gauge if residents would like more options in how they make their sewer payments.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:
None.

The meeting was adjourned at 7:32 PM.

Respectfully Submitted,
Jeffrey R. Garvick, Manager

MINUTES
HEALTH & SANITATION COMMITTEE
MAY 4, 2010

The Penn Township Health & Sanitation Committee met in public session on Tuesday, May 4, 2010 at 7:21 PM following the Public Works Committee. Present were Chairman Rewa and Commissioners Prieber, Heilman, Goldsmith and Felix. Also present were Manager Garvick, Township Engineer Bortner, Administrative Assistant Rodgers, WWTP Superintendent Mahone and Highway Foreman Mahan. The following items were discussed.

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the April 6, 2010 meeting were approved as presented.

CITIZENS REMARKS: None

SEWER PLANT/INTERCEPTOR DESIGN UPDATE: Superintendent Mahone reported that the sewer plant upgrade bid documents and plans are almost complete. They will be reviewed one last time before going to print and it is expected that the bids will be let at the end of May. There was some discussion about the fact that West Manheim is talking about reducing the amount of future sewer capacity and foregoing construction of any more sanitary sewer lines. Manager Garvick stated that the WWTP design is set and any redesign at this point will just add additional expense and delay. It was suggested that West Manheim be contacted about their future capacity needs since Penn Township has previously been sent correspondence by the West Manheim Supervisors requesting additional capacity. The Committee feels that there is an obligation on the part of West Manheim to help offset the costs associated with the improvements due to their previous requests. The percentage of improvements for the plant construction due to West Manheim requests would have to be calculated by CET. Superintendent Mahone reported that some of the interceptor work is being delayed because of the PA Historical and Museum Commission requiring a phase one archaeological survey of the area prior to construction. CET is getting pricing from several firms for the service.

SEWER LINE REPLACEMENT ON WESTMINSTER AVENUE: Superintendent Mahone reported that the public works department is doing great work in repairing and replacing some of the sewer lines on Westminster Avenue. They are ahead of schedule. There are still four hundred feet of damaged line that we were intending to repair by the slip line process. It now appears that the PWD will be replacing that line. The installer of the liner is not able to get the material because of over commitments. The slip lining project was projected to cost about \$22,000 but that should be reduced because of the Township now doing the repairs.

LAUREL DRIVE/TIMBER LANE PROJECT: Superintendent Mahone and Manger Garvick reported the planning module was submitted to DEP for the Laurel Drive/Timber Lane project. As soon as the state approves it the Township can proceed with the bid.

SHREDDING EVENT: Superintendent Mahone reported on the shredding event that was held on Saturday, April 24, 2010. There were 275 vehicles processed with 11,050 pounds of paper shredded.

PAH2O GRANT: Commissioner Heilman asked about submitting for additional grant funds for upgrades to the sewer plant. Since Penn already received a grant award in the first round we are ineligible for additional consideration.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:
None.

The meeting was adjourned at 7:45 PM.

Respectfully Submitted,
Jeffrey R. Garvick, Manager

MINUTES
HEALTH & SANITATION COMMITTEE
JUNE 1, 2010

The Penn Township Health & Sanitation Committee met in public session on Tuesday, June 1, 2010 at 7:15 PM following the Public Works Committee. Present were Chairman Rewa and Commissioners Heilman, Goldsmith and Felix. Commissioner Prieber was absent with notice. Also present were Manager Garvick, Township Engineer Bortner, Administrative Assistant Rodgers, and Highway Foreman Mahan. The following items were discussed.

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the May 4, 2010 meeting were approved as presented.

CITIZENS REMARKS: None

SEWER PLANT/INTERCEPTOR DESIGN UPDATE: Manager Garvick reported that bid specifications for the sewer plant upgrades have been completed and the bids will be opened on July 8, 2010. The required historical study of the interceptor area has come back and they have not found anything of historical value so work can continue on the project.

SEWER LINE REPLACEMENT ON WESTMINSTER AVENUE: Adding to his report delivered to the Public Works Committee, Township Engineer Bortner reported that the material that the Township would have needed to slipline the sewer pipe on Westminster Avenue is going to Haiti. This was the reason that it was decided to replace the line in lieu of a plastic liner.

COMMUNITY PARKS: Commissioner Felix noted that the newsletter should include the hours of the recreation parks in the Township.

ELECTRONICS RECYCLING: Commissioner Heilman suggested that the electronics recycling be included in the newsletter again.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:
None.

The meeting was adjourned at 7:21 PM.

Respectfully Submitted,

Jeffrey R. Garvick, Manager

MINUTES
HEALTH & SANITATION COMMITTEE
JULY 6, 2010

The Penn Township Health & Sanitation Committee met in public session on Tuesday, July 6, 2010 at 8:00 PM following the Public Works Committee. Present were Chairman Rewa and Commissioners Prieber, Heilman, Goldsmith and Felix. Also present were Manager Garvick, Township Engineer Bortner, Police Chief Rhodes, Fire Chief Cromer and WWTP Supt. Mahone. The following items were discussed.

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the June 1, 2010 meeting were approved as presented.

CITIZENS REMARKS: None

SEWER PLANT/INTERCEPTOR BID UPDATE: Supt. Mahone reminded the committee that bids for the sewer projects would be opened at 2 PM on Thursday, July 8th. There was discussion as to whether or not an opinion regarding the successful bidders could be established in time for the July 19th meeting of the BOC. The committee was informed that, barring any unforeseen complication, a recommendation on the bidders would be forthcoming in time for the 19th.

BIOSOLIDS DISPOSAL CONTRACT EXTENSION: Our biosolids disposal contract with Synagro is expiring in October and they have offered us a five-year extension with an 18% rate reduction. Supt. Mahone informed the committee that he contacted PADEP to inquire about other companies that dispose of biosolids. Mr. Mahone contacted one of the two recommended contractors, Jesse Baro, Inc., and was given an estimated price, which was about 8 1/2% higher than Synagro's. Of greater concern is the fact that Jesse Baro's has no permitted farmland in this area so all our material would have to be trucked to their disposal sites near Reading, PA. until such time as sites could be permitted through DEP. Given the usual citizen opposition to farmland application, the committee recommended staying with Synagro Corp., since none of it's sites seem to be a problem with the local populace.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:
None.

The meeting was adjourned at 8:15 PM.

Respectfully Submitted,

Jeffrey R. Garvick, Manager

MINUTES
HEALTH & SANITATION COMMITTEE
AUGUST 3, 2010

The Penn Township Health & Sanitation Committee met in public session on Tuesday, August 3, 2010 at 7:08 PM following the Public Works Committee. Present were Commissioners Prieber, Heilman, and Felix. Also present were Manager Garvick, Township Engineer Bortner, Highway Forman Mahan, WWTP Supt. Mahone and Administrative Assistant Rodgers. The following items were discussed.

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the July 6, 2010 meeting were approved as presented.

CITIZENS REMARKS: None

SEWER PLANT BID UPDATE: Superintendent Mahone reported that CET has received performance bonds and Certificates of Insurance from two of the three contractors for the sewer plant upgrade. Once all the bonds are received they will issue the notice to award and the contractors will have ten days to execute the contract for the project. Once the contracts are received the clock begins on when the work needs to be completed.

TOWER MEDIA RECYCLING: Superintendent Mahone reported that they have begun the grinding of the plastic media material from the two nitrification towers. The first tower is about forty-five percent empty. The contractor, Blue Bird, is considering purchasing an additional grinder to speed up the project but this may not happen. A company has provided a quote to buy the material for 20.5 cents a pound but Blue Bird thinks they can get 25 cents a pound. Blue Bird told Superintendent Mahone that we will definitely not get less than 14 cents a pound, which will at least cover the cost of the project. Both towers together contain approximately 400,000# of plastic media. This equates to around 300 gaylords of grounded material. Mahone is estimating the Township could make about \$30,000 on the project.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:
None.

The meeting was adjourned at 7:11 PM.

Respectfully Submitted,

Jeffrey R. Garvick, Manager

MINUTES
HEALTH & SANITATION COMMITTEE
September 7, 2010, 2010

The Penn Township Health & Sanitation Committee met in public session on Tuesday, September 7, 2010 at 7:54 PM following the Public Works Committee. Present were Chairman Rewa and Commissioners Prieber, Heilman, and Felix. Commissioner Goldsmith was absent with notice. Also present were Manager Garvick, Police Chief Rhodes, Fire Chief Cromer, Township Engineer Bortner, Highway Forman Mahan, WWTP Supt. Mahone and Administrative Assistant Rodgers. The following items were discussed.

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the August 3, 2010 meeting were approved as presented.

CITIZENS REMARKS: None

SEWER PLANT CONSTRUCTION PROCESS: Supt. Mahone reported that the contractors have set up their construction trailers and a pre-construction meeting was held on August 27. The erosion and sediment plan was reviewed and approved by York County Conservation. Wickersham will begin construction about the third week of September and they will be requesting the use of the Township's ore hole on Glatco Lodge Road to dispose of fill material. The township's sanitary engineer, CET, Inc. will be supplying full-time inspection.

TOWER MEDIA RECYCLING: Supt. Mahone reported that the media material from the first .etro tower has been removed and they are working on emptying the second tower, which is about 15% complete. The contractor is proposing to bring in another shredder to get rid of the material by September 20th so that Wickersham can start demolishing the existing facilities that need to come down. The company that is shredding the plastic media material has been putting in 12-hour days to speed up the project.

904 GRANT APPLICATION: Supt. Mahone reported that he has submitted the Act 904 recycling grant application and is expecting to receive about \$99,000 for 2009. The amount of recyclable products received by the Township in 2009 was significantly lower due to the downturn in the economy.

NEWSLETTER: Supt. Mahone reported that the newsletter was taken to the post office on August 27, 2010.

CHRISTMAS WRAP: Supt. Mahone stated that the Christmas wrap recycling location will have to be changed due to the construction project at the treatment plant. Mahone also noted that the Township keeps recycling containers behind the control building at the WWTP for non-township residents to recycle mostly cans and glass/plastic bottles. This will have to be discontinued also due to safety concerns with the construction.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS: None.

The meeting was adjourned at 8:03 PM.

Respectfully Submitted,

Jeffrey R. Garvick, Manager

MINUTES
HEALTH & SANITATION COMMITTEE
OCTOBER 5, 2010

The Penn Township Health & Sanitation Committee met in public session on Tuesday, October 5, 2010 at 8:01 PM following the Public Works Committee. Present were Chairman Rewa and Commissioners Goldsmith and Felix. Commissioners Heilman and Prieber were absent with notice. Also present were Manager Garvick, Township Engineer Bortner, Highway Forman Mahan, WWTP Supt. Mahone and Administrative Assistant Rodgers. The following items were discussed.

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the September 7, 2010 meeting were approved as presented.

CITIZENS REMARKS: None

SEWER PLANT CONSTRUCTION PROGRES: Supt. Mahone reported that the contractors continue the upgrade of the WWTP by retrofitting the 1964 structures. He stated that the effluent troughs have been cut into the structure and the core holes have been completed in aeration tank number one. They are waiting for the wall sleeve to come in. The shop drawings for the steel have been approved. The steel and forms will arrive in the next two weeks and they expect the first concrete pour to occur within the next three weeks.

TOWER MEDIA RECYCLING: Supt. Mahone reported that one of the media towers has been removed. We have been receiving payments for the resale of the plastic media and we will show a profit of \$79,000 on the project.

E.B. FROCK AWARD: Superintendent Mahone reported that the Township's recycling program received the E.B. Frock Award from York County Juvenile Delinquent Program for the use of ARD participants at the facility. The Township has been using the ARD referrals since 1992. WWTP Superintendent Mahone reported that since 2008 the program has provided 9,753 service hours of which 3,267 hours were through the juvenile probation department.

BUDGET DISCUSSION: Superintendent Mahone reported that the sewer revenue is slightly lower for 2011 than budgeted for 2010. He noted that current year expense reimbursements increased due to the reimbursements to those developers who installed the Homewood and Plum Creek interceptors. Mr. Mahone has increased wages, and lowered vehicle maintenance, decreased supplies, and decreased chemicals. He reported that his supply of ferrous chloride has dried up since the steel plant at Sparrow's Point has closed. He has contacted another chemical supplier and there is a product available that is more highly concentrated so we would need to use less. However, the cost is much more than what we were paying. Last year's cost was

about \$12,000 and he is projecting 2011 costs to be between \$25,000 and \$35,000. The number in the proposed budget is high for chemicals and it may be reduced. The Township has to pay Hanover Borough for the extra sewer flow that goes to their plant from the Township. The engineering costs for the upgrade to the plant will be decreasing as the project progresses. He has reduced the maintenance and repair portion of his budget. He has budgeted capital outlay for a new loader. He feels that the sewer plant loader should be larger to help the public works out during snow plowing and be similar to the existing one so parts are interchangeable. He stated that this year's budget is about 2.5% less than last year's budget.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:

None.

The meeting was adjourned at 8:23 PM.

Respectfully Submitted,

Jeffrey R. Garvick, Manager

MINUTES
HEALTH & SANITATION COMMITTEE
NOVEMBER 2, 2010

The Penn Township Health & Sanitation Committee met in public session on Tuesday, November 2, 2010 at 7:37 PM following the Public Works Committee. Present were Chairman Rewa and Commissioners Goldsmith, Felix, Heilman and Prieber. Also present were Manager Garvick, Township Engineer Bortner, Highway Forman Mahan, WWTP Supt. Mahone and Administrative Assistant Rodgers. The following items were discussed.

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the October 5, 2010 meeting were approved as presented.

CITIZENS REMARKS: None

SEWER PLANT CONSTRUCTION PROGRESS: Supt. Mahone reported that the contractors continue to demolish the structures that need to be removed at the wastewater treatment plant. One circular clarifier and one nitro tower have been removed. Two of the old digester floors have been poured with reinforcing slabs and they are working on the walls of the tanks. CET is reviewing equipment shop drawings so that orders can be made and arrive when needed. Supt. Mahone stated that they are slightly behind where we would like them to be.

BILLING ADJUSTMENT: Supt. Mahone received a letter from Steve Latta requesting a reduction of his sewer bill due to the installation and filling of a swimming pool. The pool had to be filled twice because of a tear in the liner. He had asked the contractor about having a deduct meter installed and the contractor told him it would not be beneficial in Penn Township. As a result of the two fill ups and the watering of the sod around the pool, Mr. Latta's sewer bill reflected a usage of 103 thousand gallons of water compared to the normal 13 thousand gallons of quarterly water consumption. Mr. Latta would like a waiver of the excess water above his normal usage. The Committee reviewed the deduct meter policy and will follow the regulations set forth in the policy. Mr. Latta will be notified that his request is denied.

CHRISTMAS WRAP PROGRAM: Supt. Mahone reported that the annual Christmas wrap disposal program normally runs for three and half days but this year the Township is only open three days the week following Christmas. This is because Christmas falls on a Saturday in 2010. In 2005 this occurred and Christmas wrap collection was only held three days. Mr. Mahone inquired if the committee wished to extend the hours on the last day to give working people additional time to get their material to the facility. The collection will be at the Public Works Building due to the construction at the WWTP. The Committee recommended that the wrap collection be open until 7 p.m. on Wednesday, December 29th.

NEWSLETTER: There was a suggestion that an article be included in the next newsletter about the PA state inspection stickers that are failing to stay adhered to the windshields of vehicles. Manager Garvick will check with the Chief of Police about what suggestions can be made.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:
None.

The meeting was adjourned at 7:57 PM.

Respectfully Submitted,

Jeffrey R. Garvick, Manager

MINUTES
HEALTH & SANITATION COMMITTEE
DECEMBER 6, 2010

The Penn Township Health & Sanitation Committee met in public session on Monday, December 6, 2010 at 7:52 PM following the Public Works Committee. Present were Chairman Rewa and Commissioners Felix, Heilman and Prieber. Commissioner Goldsmith was absent with notice. Also present were Manager Garvick, Township Engineer Bortner, Highway Forman Mahan, WWTP Supt. Mahone and Administrative Assistant Rodgers. The following items were discussed.

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the November 2, 2010 meeting were approved as presented.

CITIZENS REMARKS: None

SEWER PLANT CONSTRUCTION PROGRESS: WWTP Superintendent Mahone reported that they are continuing to renovate the 1964 structures at the Waste Water Treatment Plant. They have started to form and set the steel for the new wet well and they are about thirty feet into the ground. They could possibly pour the bottom on Wednesday. They have completed the footers for the wet well building. They have started to install the electrical conduit and are going to take the number one sand filter out of service tomorrow and put in the new filter. They relocated some existing sludge piping. They did additional excavation and there is a slight soil issue, which may require an engineer being brought in and digging deeper than what was proposed.

DISCHARGE LIMITS TO HANOVER BOROUGH: WWTP Superintendent Mahone stated that Hanover Borough has performed a headworks analysis due to their new NPDES permit. The permit requires the adoption of new influent discharge limits. The Township has several businesses that discharge into the Hanover Borough facility and the Township has to give the Borough the authority to require Township dischargers to meet the Borough limits. Therefore, the Township will need to approve a Resolution adopting Hanover Borough's limits. The Committee recommended adopting it at their next meeting.

LOCAL LIMITS REEVALUATION: WWTP Mahone reported that the Township also conducted a headworks analysis to determine limits for the NPDES permit. The study has been completed and we are in the process of evaluating the limits to send to DEP who will then approve them. The Township will need to adopt a resolution when the limits have been approved by EPA. All the other municipalities who have businesses which discharge into our WWTP will also have to adopt the resolution as well.

TOWNSHIP NEWSLETTER: The Township newsletter has been sent out and received by some of the residents.

COMMERCIAL RECYCLING AND REPORTING LETTER: WWTP Superintendent Mahone reported that the state has amended the way they calculate grants to municipalities for recycling. In 2010, recycling tonnages that are reported by the Township to the state will have the amount of funds received by the Township decreased by 20 percent. Mr. Mahone is reminding all commercial and business customers that they need to recycle and report those numbers to us. There are about 340 commercial establishments. He is proposing to send out seventy letters at different times to notify the businesses about recycling. This reminder will hopefully increase the tonnage recycled, which will help increase the funds the Township receives through recycling grants. Commissioner Heilman suggested that the Township conduct workshops to help commercial customers start recycling programs if they do not have one.

STAIMAN BROTHER'S RECYCLING AGREEMENT: WWTP Superintendent Mahone reported that he has received an agreement to extend the current contract with Staiman Brother's Recycling for our recyclable items. The company provides all the trailers and hauling and we are getting a reasonable price for the products.

WESTMINSTER SEWER AVENUE COMPLAINT: Township Manager Garvick reported that he has spoken to our insurance company about picking up the \$500 deductible on the Westminster Avenue sewer complaint. More information will be forthcoming.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:
None.

The meeting was adjourned at 7:57 PM.

Respectfully Submitted,

Jeffrey R. Garvick, Manager