

MINUTES
HEALTH & SANITATION COMMITTEE
JANUARY 3, 2012

The Penn Township Health & Sanitation Committee met in public session on Tuesday, January 3, 2012 at 8:14 PM following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Felix, Heilman, Prieber and Goldsmith. Also present were Manager Garvick, WWTP Superintendent Mahone, Township Engineer Bortner, Highway Foreman Mahan, Police Chief Rhodes, Fire chief Cromer and Administrative Assistant Rodgers. The following items were discussed.

ANNOUNCEMENTS: None.

APPROVAL OF MEETING MINUTES: Minutes from the December 6, 2011 meeting were approved as presented.

CITIZENS COMMENTS: None

INTERCEPTOR PROJECT: Superintendent Mahone reported that Marks Contracting has completed the bore across Wilson Avenue and has installed pipe to manhole 5.2. They are scheduled to conduct bypass pumping on January 5, 2012 to the newly installed manhole 5.2 and transfer the flow from the existing interceptor into the lower section of the new interceptor.

SEWER PLANT CONSTRUCTION PROJECT: Superintendent Mahone reported that during the last month the new return sludge pumps were started up. The new equipment in the existing sludge thickener was started up. The #1 clarifier equipment has been installed and start up should be the end of this week. All electrical panels have been transferred to the new electrical service and the old service has been disconnected. The old emergency generator and fine screen have been sold and are gone.

TIMBERLANE SEWER PROJECT: Superintendent Mahone reported that Rogele plans to begin clearing, grubbing and installing erosion and sediment controls this week. The Hanover Water Co has disconnected the water main of Jasmine Drive so it can be removed during the installation of the sewer line.

CHRISTMAS WRAP: Superintendent Mahone reported that 677 vehicles were processed during the Christmas wrap program. They collected 20,320 pounds of cardboard and 3,260 pounds of wrapping paper. A detailed report will be provided later.

ELECTRONICS RECYCLING: Manager Garvick reported that the Township received \$2,147 from the York County Solid Waste Authority for the electronics that were collected in July, August, and September. The report provided a break down of the type of material collected and the number of units.

CITIZEN'S QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:
None.

The meeting was adjourned at 8:323 PM.

Respectfully Submitted,

Kristina J. Rodgers, Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
FEBRUARY 7, 2012

The Penn Township Health and Sanitation Committee met in public session on Tuesday, February 7, 2012 at 7:10 PM following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Prieber, Goldsmith, Heilman and Felix. Also present were Manager Garvick, Township Engineer Bortner, Highway Foreman Mahan, WWTP Superintendent Mahone and Administrative Assistant Rodgers. The following matters were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the January 3, 2012 Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

INTERCEPTOR PROJECT: Superintendent Mahone reported that since last month Mark's Contracting has completed the tie-in to the new interceptor at Wilson Avenue and completed the installation of 800' of pipe. Mark's has also begun its third attempt at the bore under Ridge Avenue. The project is moving slow due to the extreme wet conditions and the large amount of rock removal.

SEWER PLANT CONSTRUCTION PROJECT: Superintendent Mahone reported that major construction and demolition of existing piping and equipment is about 98% complete. The removal of some abandoned pipe is all that remains with the exception of grading, seeding and paving in the spring. The contractors will be working through some punch list items in the next few weeks. A walk-through inspection for substantial completion is scheduled for February 8, 2012 at 0900. One issue the general contractor is working on is the influent flow meter. The Accusonic meter that was installed doesn't function properly. The company is exploring other technologies to solve the problem. They are anticipating coming in late March to do paving and blacktopping. It is anticipated that the entire project would be completed by the end of June. Final payment would soon follow after.

TIMBER LANE SEWER PROJECT: Superintendent Mahone reported that Rogele has installed about 900 feet of pipe and made the tie into the existing manhole on Jasmine Drive. The transfer of flow from the Timberlane pumping station should be complete in close to a week or two.

WHOLE EFFLUENT TOXICITY TESTING: Superintendent Mahone reported that the NPDES permit expires February 28, 2013 and the permit application for renewal is due by August 31, 2012. As part of the application the Township must conduct four series of chronic WET testing. We plan to conduct the sampling in February, April, June and August. This test requires the samples to be sent to an outside lab certified by PADEP.

Mr. Mahone is working on getting quotes from the different labs within the state. Mr. Mahone explained how testing process works and it will require the effluent to be divided up into a series of solutions where they will grow broods of fleas and minnows. They will count the number of organisms within the broods and from this they can calculate the toxicity of our effluent.

SEWER RATES: There was some discussion about reviewing the sewer rates in the middle of the year after the completion of the existing sewer improvement projects.

CITIZENS QUESTIONS TO THE COMMITTEE: None.

The meeting adjourned at 7:32 P.M.

Respectfully submitted,

Kristina J. Rodgers
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
MARCH 6, 2012

The Penn Township Health and Sanitation Committee met in public session on Tuesday, March 6, 2012 at 7:42 PM following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Prieber, Goldsmith, Heilman and Felix. Also present were Manager Garvick, Township Engineer Bortner, Highway Foreman Mahan, WWTP Superintendent Mahone and Administrative Assistant Rodgers. The following matters were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the February 7, 2012 Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

SEWER PLANT SUBSTANTIAL COMPLETION CONTRACTS 1 AND 3: Superintendent Mahone stated that he has the substantial completion contracts for the general contractor and mechanical contractor for the wastewater treatment facility improvements. There is also a punch list of items that needs to be completed. There will be a retainer of 1.5% of the cost of the punch list items kept by the Township. The Committee recommended approving the completion contracts.

SEWER PLANT CHANGE ORDERS 1, 2 and 3: Superintendent Mahone reported on the change orders for contracts 1, 2 and 3 of the wastewater treatment facility improvements. Spread sheets were provided showing the cost of the change orders. The general contract change order number four is in the amount of \$37,047. Some of the changes were approved during construction because they needed to be completed to continue the project. The electrical contract change order number four is in the amount of \$14,944.84. The mechanical contract change order number one is only for a time extension adjustment to the substantial completion date. The total amount of change orders for the project was 1.83%. This should be the last change order on this project unless something unforeseen is found. The Committee recommended approving the change orders.

TIMBER LANE SEWER SUBSTANTIAL COMPLETION: Superintendent Mahone reported that the contractor has provided documents certifying the substantial completion of the Timber Lane Sewer project. A punch list of items has been prepared that is about \$30,000 in expenses. The Committee recommended approving the contracts.

SHREDDING EVENT: Superintendent Mahone reported that a residential shredding event is scheduled for April 21, 2012. The event costs the Township \$1000.

RECYCLING VIOLATIONS: Superintendent Mahone stated that over the last year the Township has been working on getting commercial customers to comply with the Township's recycling program. The Township has had several businesses that have not complied and if additional efforts do not get them to comply they could be subject to a citation. With regards to residents, there is nothing in the ordinances that prevents a resident from using a dumpster for certified solid waste.

SPRING NEWSLETTER: Superintendent Mahone requested that any articles for the spring newsletters should be given to him as soon as possible.

CITIZENS QUESTIONS TO THE COMMITTEE: None.

The meeting adjourned at 7:55 P.M.

Respectfully submitted,

Kristina J. Rodgers
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
APRIL 3, 2012

The Penn Township Health and Sanitation Committee met in public session on Tuesday, April 3, 2012 at 7:10 PM following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Prieber, Goldsmith, Heilman and Felix. Also present were Manager Garvick, Township Engineer Bortner, Highway Foreman Mahan, WWTP Superintendent Mahone and Administrative Assistant Rodgers. The following matters were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the March 6, 2012 Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

SEWER PLANT UPDATE: WWTP Superintendent Mahone reported that we are still having issues with the ammonia and nitrate analyzer that operates the Biochem system at the WWTP plant. The problem is with probes and speed of the equipment. There is also a communications issues between a thermal mass meter and a probe. They have replaced the electronics boards but it still loses communication with the meter and the probe. They are having a special cable shipped in to see if it solves the problem. Henson is installing the base paving material. After they have completed the base they will have Trinity return to finish the top soiling and seeding and then Henson will come back and install the finished paving wearing surface. We are currently bidding three used 250hp motors and 1200 feet of three-section aluminum hand railing on Municibid.

INTERCEPTOR UPDATE: Superintendent Mahone reported that the Township has been released from the compliance order for the interceptor project but we have not received a response from Marks about re-mobilizing and continuing the project. CET will review Marks' proposal and decide if the additional costs are reasonable. CET will make a recommendation prior to proceeding with the project and may come to a meeting to address the issues with the Committee.

ELECTRONICS RECYCLING: Superintendent Mahone reported that the Township received payment from York County Solid Waste Authority for October, November, and December 2011 in the amount of \$2,163.15 for electronics recycling. The Township received a total of \$4,309.97 in 2011 from York County for electronics recycling.

SHREDDING EVENT: Superintendent Mahone reminded the Committee that the residential shredding event will be held April 21, 2012 from 9:00 AM till 2:00 PM.

REFUSE BAG BID: Superintendent Mahone stated that we have about a six-month supply of refuse bags on hand and we would need to bid the bags shortly. There is

some concern about current oil prices affecting the cost of the bags but the Township will prepare bids for release.

WHOLE EFFLUENT TOXICITY (WET) TESTING: The Township passed the first round of WET testing and the second round of testing will start April 16.

TIMBER LANE INTERCEPTOR: Construction is complete and the final walk through should be completed soon on the Timber Lane interceptor project.

CITIZENS QUESTIONS TO THE COMMITTEE: None.

The meeting adjourned at 7:22 P.M.

Respectfully submitted,

Kristina J. Rodgers
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
MAY 1, 2012

The Penn Township Health and Sanitation Committee met in public session on Tuesday, May 1, 2012 at 7:12 PM following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Prieber, Heilman and Felix. Commissioner Goldsmith was absent with notice. Also present were Manager Garvick, Township Engineer Bortner, Highway Foreman Mahan, WWTP Superintendent Mahone and Administrative Assistant Rodgers. The following matters were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the April 3, 2012 Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

SEWER PLANT UPDATE: WWTP Superintendent Mahone reported that the general contractor on the sewer plant upgrade project has a few punch list items to address concerning the influent meter replacement, air flow meters for the aeration tanks, seeding, grading and touch up paint. The electrical contractor needs to supply a replacement bulb for a run indicator light and a panel cover. The mechanical contractor needs to replace some rusted straps on some duct work in the course screen building.

CHANGE ORDER REQUEST FOR CONTRACT #2: Superintendent Mahone reported that PSI has requested a change order in the amount of \$6,997.16 for the electrical portion of the WWTP plant upgrade. The majority of these costs are associated with repairs to our existing site lighting and additional integration items to the SCADA system that were missed in the design. The committee recommended approving the request at the next Board of Commissioners meeting.

SUBSTANTIAL COMPLETION OF CONTRACT #2: WWTP Superintendent Mahone reported that PSI has requested a certificate of substantial completion which has been approved by CET/GHD. The Committee recommended approving the completion at the next Board of Commissioners meeting.

INTERCEPTOR UPDATE: Manager Garvick gave the following report:

“As the commissioners are aware, the York Street Main Interceptor Project has been put on hold by the decision of the general contractor, Marks Contracting, to demobilize and discontinue further construction, claiming “unforeseen site conditions”. Marks has completed only 2,200’ of the necessary 7,000’ of new sewer line, or a total of 31% of the project.

Contending that there is too much groundwater, Marks has submitted a change

order request in the amount of \$1,658,837. In addition, they are claiming \$219,692 for stored materials and continuing costs. This request will increase the minimum cost of the project to over \$4M from the original bid price of \$2,345,669. To date, the cost of construction has been \$997/lineal ft. Projecting that over 7,000' would result in a cost as much as \$4,785,000.

A Stop Work order was issued to Marks by PADEP on February 17, 2012 for continuing violations of the Erosion & Sedimentation Plan. The compliance order was lifted by DEP on April 2, 2012 allowing Marks to return and commence construction. However, Marks indicated that before returning to the project, it must have assurances that (1) the project must be redesigned to accommodate what it refers to as "differing subsurface conditions"; (2) they must receive payment of all incurred additional costs to date, including all materials stored on site and for materials yet to be delivered; (3) they be provided with a blanket change order to compensate them for any and all additional expenses going forward.

A meeting was held on April 24th with township staff, the township's consulting sanitary engineer, Commonwealth Engineering, and the township solicitor. The purpose of the meeting was to establish the township's legal position regarding the construction agreement, discussing available options for a speedy resolution of this matter. Completion of the project in a timely fashion is of paramount concern since PennDOT is scheduling an overlay of Route 116 (York St.) next year and our project requires that two manholes be replaced and two boring pits be excavated in York St. We also discussed the merits of the change order request. It was the position of the engineer and the consensus of all that the change order request was totally inappropriate. As the township did not provide a response to the contractor within 30 days of the date of the request, the request was deemed denied by the terms of the construction agreement. The solicitor will now advise the Board of Commissioners as to a course of action once he has reviewed the file, which was provided to him at the meeting."

The Manager also reported that an Administrative Enforcement Hearing is being scheduled at the direction of the York County Conservation District to address the numerous violations of the township's Erosion & Sedimentation Plan by Marks. There is a very good chance that a monetary fine will be imposed.

The committee indicated that the solicitor would probably have a recommendation by the May 21st BOC meeting.

SHREDDING EVENT: Superintendent Mahone reported that the residential document shredding event was held on April 21, 2012. There were 211 vehicles providing 6,781 pounds of material to be disposed of.

902 GRANT APPLICATION: Superintendent Mahone reported that PADEP has announced it will be accepting 902 grant applications until June 29, 2012. The grant program will refund 90% of eligible costs associated with the purchase of equipment and expenses. This is the first time since 2008 that 902 grant applications are being

accepted. The Township is currently in the process of completing an application and has a pre-application meeting scheduled with DEP on May 10, 2012. We will be looking into the replacement of some aging equipment. The funding pool is \$15,000,000.

REFUSE BAG BID: Superintendent Mahone reported that the Township will be opening bids for the purchase of 250,000 trash bags on May 15th at 11:00. With the current high cost of oil, which increases the cost of manufacturing the bag, we expect the bids to come in higher than normal. If the bids come in so high that it would require increasing the cost of the bag to the residents, we have included a second option to the bid to submit pricing for a 2.5 mil thickness bag in addition to the current 3.0 mill bag. The committee was provided with both bags to compare.

PA FISH AND BOAT COMMISSION: Manager Garvick reported that the Township received a notice from the PA Fish and Game Commission stating that they will be conducting a fish habitat improvement project at Lake Marburg.

CITIZENS QUESTIONS TO THE COMMITTEE: None.

The meeting adjourned at 7:22 P.M.

Respectfully submitted,

Kristina J. Rodgers
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
JUNE 5, 2012

The Penn Township Health and Sanitation Committee met in public session on Tuesday, June 5, 2012 at 7:11 PM following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Prieber, Heilman and Felix. Commissioner Goldsmith was absent with notice. Also present were Manager Garvick, Township Engineer Bortner, WWTP Superintendent Mahone and Administrative Assistant Rodgers. The following matters were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the May 1, 2012 Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

SEWER PLANT UPDATE: WWTP Superintendent Mahone noted that the landscapers are seeding the lawn at the WWTP plant. He noted that they are still working with ADS on an alternative raw influent flow meter. The accusonic meter that was installed does not work properly and Superintendent Mahone is looking for a credit from the contractor if we use the ADS meter instead of the Accusonic meter. He also stated that Biochem is continuing to make adjustments to the program controlling dissolved oxygen and denitrification. He noted that one of the blowers is faulting due to excessive current when activated. He is looking to have the problem corrected within the week. Superintendent Mahone reported that the contractor installed the submerged mixers in the wet wells this week and they are doing an excellent job of keeping material in suspension until it gets to the grit and grease removal tank.

CODORUS FORCE MAIN BREAK: Superintendent Mahone reported that on Monday morning June 4th the crews discovered a force main break in the line from the Codorus Park station. They notified both PADEP and Codorus State Park about the problem. The Public Works Department made the repairs and the station was reactivated at 3 PM.

WET TESTING: WWTP Superintendent Mahone reported that the effluent passed the second round of Whole Effluent Toxicity testing for the NPDES permit application. We will need to have two more tests completed prior to the permit being issued.

YORK STREET SEWER LINE TELEVISIONING: WWTP Superintendent Mahone reported there have not been any problems with the televising of the sewer lines on York Street but he still had some tapes to review.

WWTP PLANT OPEN HOUSE: The Committee decided that we should look into scheduling an open house for the WWTP Plant in the spring of 2013.

CITIZENS QUESTIONS TO THE COMMITTEE:

None.

The meeting adjourned at 7:22 P.M.

Respectfully submitted,

Kristina J. Rodgers
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
JULY 2, 2012

The Penn Township Health and Sanitation Committee met in public session on Monday, July 2, 2012 at 7:47 PM following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Prieber, Heilman, Goldsmith and Felix. Also present were Manager Garvick, WWTP Superintendent Mahone, Deputy Police Chief Laughlin and Fire Chief Cromer. The following matters were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the June 5, 2012 Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

CENTER STREET FORCE MAIN RELOCATION: Manager Garvick reported to the Committee that the Township must relocate a 2" force main from Hanover Terminal in order to continue with the project. Because the Center Street project is being completed with Federal Funds the property owner has a right to cure any problem that arises with project. The three options to cure are (1) The Township can include the cost of the relocation as part of the right-of-way negotiation with Hanover Terminal and have them relocate the line; (2) The Township can include the relocation in the project and have the Township's contractor do the work in conjunction with the road reconstruction; (3) The Township can relocate the line with its own forces separate from the project.

Regardless of what option is chosen the Township is responsible for the cost of the relocation. Manager Garvick stated that the options have been reviewed and he recommends option #2. We can submit the relocation for a supplemental payment under the eighty/twenty reimbursement of federal funds. Manager Garvick's concern with option #1 is that it could hold up the right-of-way acquisition, further delaying the project. Option #3 would require careful coordination with the project contractor and could also delay the construction. The Committee recommended the relocation be included as part of the project. McCormick Taylor is the engineer on the project and once they have been contacted about the relocation they would be able to provide an estimate for the work.

SEWER PLANT UPDATE: Superintendent Mahone stated that he has received the last change order for the Sewer plant improvements. There has been some base damage of the blacktop areas of the plant that were not included for replacement in the original specifications. While the blacktop contractor was on site we felt it best to make the repairs before doing the final overlay. Also, there were some additional areas paved that were not included on the plan. The change order also included the construction of swales so the property would drain correctly. The total change order is \$35,944. The Committee recommended approving the change order request.

NEWSLETTER DELIVERY: WWTP Superintendent Mahone stated that he was approached by the Hanover Merchandiser about printing and delivering our Township newsletter. A sample of the Hanover Borough newsletter was provided since it was also printed and distributed by the Merchandiser. Mr. Mahone stated that the Merchandiser would delivery the newsletter via the Merchandiser delivery. If a resident is on the "do not deliver" list they would still get the newsletter without the Merchandiser.

Their proposal for 7000 newsletters would save the Township about \$1500 over the cost of the last mailing. If we went with a four page newsletter, current configuration, we would acquire an additional quarter of a page to print information since that space is currently being used for the mailing information. If we wish to increase the newsletter to a sixteen page newsletter it would still be \$1,400 cheaper than what we are currently paying. WWTP Superintendent Mahone stated that they also have a quality check on delivery. The state does have a 902 grant procedure which the Township can submit for reimbursement for some of the cost of the newsletter. Those grants have been closed for several years. The Township also includes the newsletter on its website. It was suggested to put extra newsletters at the refuse unit vendors. The extra newsletters are currently put at the Township office and the recycling center.

HANOVER WATER RATE INCREASE: It was noted that Hanover Borough has issued notice that it will be seeking a water rate increase for non-borough customers. The requested rate of the increase is between 25.2% and 44.4% depending upon the classification of the customer.

CITIZENS QUESTIONS TO THE COMMITTEE: None.

The meeting adjourned at 8:08 P.M.

Respectfully submitted,

Kristina J. Rodgers
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
AUGUST 7, 2012

The Penn Township Health and Sanitation Committee met in public session on Monday, August 7, 2012 at 8:09 PM following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Prieber, Heilman, Goldsmith and Felix. Also present were Manager Garvick, WWTP Superintendent Mahone, Township Engineer Bortner, Highway Foreman Mahan and Administrative Assistant Rodgers. The following matters were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the July 2, 2012 Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

UPDATE ON INTERCEPTOR PROJECT: Superintendent Mahone reported that the Township is still waiting on a revised change order from Marks Contracting for the sewer line interceptor.

THERMAL MASS METER REPAIRS: Superintendent Mahone reported that the thermal mass meters were only working intermittently. After several unsuccessful attempts to get them to work the originals meters were removed and new ones installed. The first set of meters was found to have wire crimps that were causing the malfunctions. New wires have been provided and so far there have been no problems.

NEWSLETTER DELIVERY: Superintendent Mahone provided a draft of the Fall/Winter newsletter. It will be eight pages long and will be delivered by the Hanover Merchandiser in early September.

BUDGET DISCUSSION: The Committee began to discuss the 2013 budget and there was some concern about making sure the sewer fund has adequate revenues to cover the cost of repairing and maintaining the system and dealing with any new regulations. The Committee will further review during the budget process.

CITIZENS QUESTIONS TO THE COMMITTEE: None.

The meeting adjourned at 8:27 P.M.

Respectfully submitted,

Kristina J. Rodgers
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
SEPTEMBER 4, 2012

The Penn Township Health and Sanitation Committee met in public session on Tuesday, September 4, 2012 at 8:00PM following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Prieber, Heilman, Goldsmith and Felix. Also present were Manager Garvick, WWTP Superintendent Mahone, Township Engineer Bortner, Highway Foreman Mahan, Police Chief Laughlin, Fire Chief Cromer and Administrative Assistant Rodgers. The following matters were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the August 7, 2012 Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

UPDATE ON INTERCEPTOR PROJECT: Manager Garvick reported that CET, the Township's Sewer Engineer, received from Marks Contractors the revised change order for the York Street Interceptor project on August 31, 2012. Township officials have not yet had the opportunity to review the document.

NPDES PERMIT APPLICATION: Superintendent Mahone reported that the Township's NPDES permit will expire on February 28, 2013. This is the permit that allows the Township to discharge treated effluent into Oil Creek. A new permit can be applied for 180 days prior to the expiration date. Mr. Mahone is working on the application and hopes that the Department of Environmental Protection issues no additional discharge requirements in the permit.

TIMBERLAND SEWER PROJECT CHANGE ORDER: Superintendent Mahone reported that Rogele submitted a change order for a reduction of approximately \$39,000 for the Timber Land Sewer project. This was a result of them not having to spend as much repairing the base on Jasmine Drive and relocating water utilities.

NEWSLETTER DELIVERY: Superintendent Mahone reported that the Hanover Merchandiser would be delivering the Township newsletter on September 11 and 12. This is a week later than anticipated due to a printing problem.

RESOLUTIONS: Manager Garvick reported that there would be two resolutions on the Board of Commissioners agenda to amend the Township's Act 537 Sewage Facilities Plan. These are for the Rita Neiderer and the Matt Dietrich land development plans.

CITIZENS QUESTIONS TO THE COMMITTEE: None.

The meeting adjourned at 8:10 P.M.

Respectfully submitted,

Kristina J. Rodgers
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
OCTOBER 2, 2012

The Penn Township Health and Sanitation Committee met in public session on Tuesday, September 4, 2012 at 7:30PM following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Prieber, Heilman, Goldsmith and Felix. Also present were Manager Garvick, WWTP Superintendent Mahone, Township Engineer Bortner, Highway Foreman Mahan, and Administrative Assistant Rodgers. The following matters were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF MINUTES: The minutes of the September 4, 2012 Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

INTERCEPTOR PROJECT: Superintendent Mahone reported that CET is preparing the bid documents for the rebidding of the interceptor project. They have suggested that the casing for the railroad bore with the 30" carrier pipe be up-sized from 42" to 52". This will require an amendment to the CSX crossing permit which will include a geotechnical investigation of the site. We are in the process of removing Marks' name for the E & S Permit. Superintendent Mahone reported that he has inventoried all pipe and manholes on site so the bid documents can reflect what is needed to finish the project. He reported that CET will advertise the bids for early November, receive bids early December and award bids at the December Board of Commissioners meeting with work starting in February.

REPAIR RIDGE AVENUE BORE SITE: Superintendent Mahone reported that because of the two 42" casings that were installed by Mark's incorrectly under Ridge Avenue the roadway will now have to be open cut. The casings should be removed and the road must be rebuilt. In an effort to move this part of the project along quicker he is recommending to start this part of the project first before starting the completion of the interceptor pipe. If the solicitor determines that we can't just hire a contractor under an emergency arrangement then we need to bid the repair in the next few weeks and possibly award the bid at a special meeting on November 5th or 6th.

904 GRANT APPLICATION: Superintendent Mahone reported that on September 21, 2012 we submitted our 904 Performance Recycling Grant Application to PADEP for the year 2011. He noted that the Township performed a commercial education program in 2010, which resulted in more recycling being reported by the commercial entities. In 2011 the Township reported 1687.9 tons more in total recycling than in 2010. Mr. Mahone noted this will result in an additional \$11,392 of grant revenue.

WATER RATES: Commissioner Klunk noted that the PA Public Utility Commission

would be having a meeting next week at the Southern Adams Volunteer Emergency Services facility to discuss the proposed water rate increase for non-Hanover Borough customers. He wanted to know the justification for the proposed rate increase and noted he will be attending the meeting.

BUDGET MEETING: Commissioner Heilman requested a suitable date to hold a budget meeting to prepare the 2013 budget. The meeting will be held at 6:30 PM on Wednesday, October 10th. The process will begin with the discussion of the sewer budget followed by the general fund and would finish with highway aid.

PUBLIC QUESTIONS FOR THE COMMITTEE: None.

The meeting adjourned at 7:43 P.M.

Respectfully submitted,

Kristina J. Rodgers
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
NOVEMBER 6, 2012

The Penn Township Health & Sanitation Committee met in public session on Tuesday, November 6, 2012 at 7:31 PM following the Public Works Committee. Present were Chairman Klunk and Commissioners Goldsmith, Heilman, Prieber 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 October 2, 2012 meeting were approved as presented.

CITIZENS REMARKS: None

INTERCEPTOR PROJECT UPDATE: Superintendent Mahone reported that CET has finished the bid specifications for the interceptor project and the bids will be opened on December 4, 2012. There will be a mandatory pre bid meeting on November 19, 2012 at 10:00 AM. It is anticipated that construction on the project will begin about February 2013.

NUTRIENT CREDITS CERTIFIED: We have received confirmation from PADEP that they have certified our nutrient reduction activity and verified that we have generated 17,242 pounds of nitrogen credits x \$3.50 equaling \$60,347 and 1,816 pounds of phosphorus credits x \$3.50 equaling \$6,356 during the 2011-2012 water year, which runs from October through September. We will now look into the best way to sell these credits, either by joining a brokerage company like PennVest or just sell them on the open market. Over the last twelve months a pound of credit was selling for between \$3 and \$4.

SHREDDING EVENT RESULTS: Superintendent Mahone reported on the shredding event held on October 20, 2012. There were 180 cars processed with 8,040 lbs. of material collected.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:
None.

The meeting was adjourned at 7:39 PM.

Respectfully Submitted,

Kristina J. Rodgers
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
DECEMBER 4, 2012

The Penn Township Health & Sanitation Committee met in public session on Tuesday, December 4, 2012 at 7:29 PM following the Public Works Committee. Present were Chairman Klunk and Commissioners Goldsmith, Heilman, Prieber and Felix. Also present were Manager Garvick, Township Engineer Bortner, WWTP Supt. Mahone and Administrative Assistant Rodgers. The following items were discussed.

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the November 6, 2012 meeting were approved as presented.

CITIZENS REMARKS: None

RIDGE AVENUE BORE REPAIR: WWTP Superintendent Mahone reported that a pre construction meeting was held on December 3, 2012 with H & H General Excavation, CET-GHD, York County Conservation District and the Township. H&H will begin moving equipment on site and begin to dewater the area on Wednesday, December 5, 2012. Ridge Avenue will be closed beginning on Monday, December 10, 2012, at which time road excavation will commence.

SEWER INTERCEPTOR COMPLETION BID: Superintendent Mahone reported that the York Street interceptor bids were opened on December 4, 2012 with six bids being received. The apparent low bidder is J. A. Myers at \$1,999,207.45 but all the bids will be reviewed for compliance before a recommendation is given to award.

CHRISTMAS WRAP COLLECTION: Superintendent Mahone reported that the annual Christmas wrap collection will be held on December 26, 27, and 28 from 8 am to 4 pm and on December 29 from 8 am to noon. The event will be held at the public works facility and the Township will be borrowing Hanover Borough's rear end compactor.

DOCUMENT SHREDDING EVENT: It was suggested that a shredding event be scheduled for the second or third weekend in April.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:
None.

The meeting was adjourned at 7:35 PM.

Respectfully Submitted,

Kristina J. Rodgers
Township Secretary