

MINUTES  
HEALTH & SANITATION COMMITTEE  
JANUARY 7, 2013

The Penn Township Health & Sanitation Committee met in public session on Tuesday, January 7, 2013 at 7:43 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, Administrative Assistant Rodgers, Police Chief Laughlin and Fire Chief Cromer. The following items were discussed.

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the December 4, 2012 meeting were approved as presented.

CITIZENS REMARKS: None

RIDGE AVENUE BORE SITE REPAIR: Superintendent Mahone reported that H & H Contractors closed Ridge Avenue and started to install the upstream manhole on December 10, 2012. To date they have removed both failed bore casings under the road and have installed close to 220 feet of pipe. The sections of pipe that are located under the roadway have passed an air test and the road base has been replaced. The curbing is scheduled to be replaced on 12-8 and the paving is scheduled for 12-10.

SEWER INTERCEPTOR COMPLETION BID: Superintendent Mahone reported that J.A. Myers, the apparent low bidder for the interceptor project, withdrew his bid on December 6, 2012. The next lowest bidder was Wexcon, Inc. with a bid price of \$2,262,725.00. CET-GHD reviewed the Wexcon bid and recommended award. The intent to award was sent to Wexcon on December 21, 2012. On January 4, 2013 CET-GHD received Wexcon's bonds and insurance documents. If everything is in order, they will send the Notice of Award and the Agreement. We should be on track for a late January or early February construction start.

CHRISTMAS WRAP COLLECTION: Superintendent Mahone provided a synopsis of the Christmas wrap collection that was held on December 26, 27, 28 and 29. There were four volunteers including Mr. Don Brady who is present at every event. The project cost to the Township was \$704.42 and 566 vehicles were processed.

E-CYCLING: Manager Garvick reported that starting on January 24, 2013 the state will no longer allow electronics to be placed in the regular trash and they will need to be recycled. The Township recycling facility, which accepts electronics, is open Monday through Saturday and it can be utilized by any York County resident.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:  
None.

The meeting was adjourned at 7:50 PM.

Respectfully Submitted,

Kristina J. Rodgers  
Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
FEBRUARY 5, 2013

The Penn Township Health & Sanitation Committee met in public session on Tuesday, February 5, 2013 at 8:13 PM following the public works committee meeting. 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 January 7, 2013 meeting were approved as presented.

CITIZENS REMARKS: None

RECYCLING BIN GRANT APPLICATION: Superintendent Mahone reported that the York County Solid Waste Authority is accepting grant applications for the purchase of recycling bins. Mr. Mahone noted that we have about 250 bins left which will last about a year. The last time bins were purchased was in 2009. The bins available through the grant program are all greater than 24-gallon capacity. The county would pay for the bins and charge the municipality twenty to twenty five percent of the cost of the bin. The Township still provides recycling labels for free for residents that want to use their own container. After some discussion, the committee recommended that Superintendent Mahone apply for a grant for the 24-four gallon recycling bins.

INTERCEPTOR PROJECT: Superintendent Mahone reported that the sewer crossing under Ridge Avenue is complete. The contractor will be back after thirty days to make sure the pipe has not settled or shifted. A preconstruction meeting was held on January 24, 2013 with Wexcon, Inc., the Township and York County Conservation District. Wexcon plans on starting construction about February 18th depending on when they finish up their current project. They are anticipating final completion on September 17, 2013. The signed contracts have been received from Wexcon.

SPRING NEWSLETTER: Superintendent Mahone noted that the deadline for articles for the spring newsletter is February 28, 2013. They will be printed by the Hanover Merchandiser around April 4, 2013. The committee suggested that public safety articles be included in the newsletter, specifically regarding headlights and windshield wiper use. They also suggested an article on the use of outdoor grills, wood burning stoves, etc. The next residential document shredding event is scheduled for April 20, 2013.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:  
None.

The meeting was adjourned at 8:32 PM.

Respectfully Submitted,

Kristina J. Rodgers, Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
MARCH 5, 2013

The Penn Township Health & Sanitation Committee met in public session on Tuesday, March 5, 2013 at 7:34 PM following the public works committee meeting. Present were Chairman Klunk and Commissioners Goldsmith, Heilman, Prieber and Felix. Also present were Manager Garvick, Township Engineer Bortner, WWTP Supt. Mahone, Highway Foreman Mahan and Administrative Assistant Rodgers. The following items were discussed.

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the February 5, 2013 meeting were approved as presented.

CITIZENS REMARKS: None

MAIN INTERCEPTOR PROJECT: Superintendent Mahone reported that Wexcon had their walk through with the York County Conservation District (YCCD) on February 26th and everything went fine. They are hoping to mobilize next week.

REFUSE BAG BID: Superintendent Mahone reported that he has an inventory of 138,900 refuse bags, which is approximately a seven-month supply. He stated that in preparation for the next bid he called Central Poly to find out what the going price was for our current bag. The price is up 2.3 cents over what we paid last year. Mr. Mahone stated in an effort to save some money on the cost of the bags he inquired about the cost for a thinner bag. The difference between the 2-mil bag and 2.5 mill bag in 2012 is an additional .81 cents. He stated that in 2012 the Township went from a 3-mil bag to 2.5-mil bag. He has not heard any complaints about the switch to a thinner bag.

He also looked into the cost of a translucent colored bag which he thinks would have some advantages that include: residents can't try to slip a regular black bag through; it would deter residents from placing recyclables in bag; trash inspections would be quicker and easier; and the trash collector could identify bags easier. Mr. Mahone provided each of the Commissioners with a blue trash bag to use before making a decision. Mr. Mahone provided a demonstration using the translucent bag and showing how recyclables could be easily spotted. He also demonstrated how the bag could hold at least fifty pounds of material with out breaking. The maximum the Township allows in a bag for pick up is forty pounds. Mr. Mahone also noted that in 1995 a survey was done with about 148 homes using a slightly more opaque 2-mil blue bag. Survey results indicated that the bag was easier to tie and people believed they could get more in because it stretched more than the 3-mil bag. Mr. Mahone also noted that the hauler is instructed to call the Township if: (1) a bag is placed out for pick up that is not a Penn Township bag; or (2) the refuse bag appears to weigh more than 40 lbs. In 2012 we received 134 calls and so far in 2013 we have received 13 calls for trash bags that are not Penn Township bags.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:  
None.

The meeting was adjourned at 7:49 PM.

Respectfully Submitted,  
Kristina J. Rodgers, Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
APRIL 2, 2013

The Penn Township Health & Sanitation Committee met in public session on Tuesday, April 2, 2013 at 7:12 PM following the public works committee meeting. Present were Chairman Klunk and Commissioners Goldsmith, Heilman, and Prieber. Commissioner Felix was absent with notice. Also present were Manager Garvick, Township Engineer Bortner, WWTP Supt. Mahone, Highway Foreman Mahan and Administrative Assistant Rodgers. The following items were discussed.

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the March 5, 2013 meeting were approved as presented.

CITIZENS REMARKS: None

MAIN INTERCEPTOR PROJECT: Superintendent Mahone reported that Wexcon has installed the erosion and sediment devices between Ridge Avenue and the railroad tracks. The dewatering system is installed and operational. They started laying pipe on March 28<sup>th</sup> and to date they have installed 370' of pipe.

REFUSE BAG BID: Superintendent Mahone reported that he has 124,100 bags in reserve as of today. There was some discussion on the type of bag the committee would like to bid. The options are a 2.5 mil black bag (current bag), a 2.0 mil black bag, or a 2.0 mil blue bag. After some discussion the Committee agreed to bid a 2.0 mil blue bag with a bid date of May 6, 2013.

SHREDDING EVENT: Superintendent Mahone reported that the residential document shredding event will be held on April 20, 2013.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:  
None.

The meeting was adjourned at 7:29 PM.

Respectfully Submitted,  
Kristina J. Rodgers, Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
MAY 7, 2013

The Penn Township Health & Sanitation Committee met in public session on Tuesday, May 7, 2013 at 7:16 PM following the public works committee meeting. Present were Chairman Klunk and Commissioners Felix, Goldsmith, Heilman, and Prieber. Also present were Manager Garvick, Township Engineer Bortner, WWTP Supt. Mahone, Highway Foreman Mahan and Administrative Assistant Rodgers. The following items were discussed.

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the April 2, 2013 meeting were approved as presented.

CITIZENS REMARKS: None

INTERCEPTOR PROJECT: Superintendent Mahone reported that the contractor has completed the 163' X 48" diameter bore and casing installation under the railroad tracks for the interceptor project. They also installed the 36" ductile iron pipe inside of the casing and installed manhole 17 on the south side of the railroad tracks. This week, weather permitting, they will begin the second bore under the railroad tracks for the 36" casing and 18" ductile iron pipe that will intercept the wastewater from the Center Street area.

REFUSE BAG BID: Superintendent Mahone reported on the bid opening May 6, 2013 to supply 250,000 trash bags for the township. Three bids were opened. The low bidder and the only bidder that met the specifications was our current supplier, Central Poly, with a bid of \$.19996 per bag. Mahone recommends that the Board award the bid to Central Poly at the next Board of Commissioners meeting. The bag is transparent blue at 2.0 mills. The Committee recommended awarding the bid.

USED FORKLIFT PURCHASE: Superintendent Mahone reported that in 2012 the Township collected 130 tons of recycled electronics. This year since the implementation of the Covered Device Recycling Act we have collected over 80 tons in four months, which puts us on pace to collect 240 tons this year. Our current mode of operation requires us to park the box truck at the drop-off and have the electronics deposited into gaylords in this truck. We then bring all the electronics down to the Public Works building to unload and reload into an Eco International trailer. This process requires us to double handle a total of 240 gaylords per month and requires close to twenty-four man-hours per month. To eliminate the double handling of gaylords, Eco International is willing to provide a second trailer that we could park at the recycling center. This will allow us to load this trailer directly at the drop-off center. When that trailer is full we will use our trailer to switch out the full trailer with the empty and call Eco International to schedule a pick up. To do this though we need a forklift at the drop-off center. We currently have one at the sewer plant and one at the public works that get used regularly. The one at the public works can be used at the recycling center initially; however it would be more efficient to obtain a used forklift with a cab due to working in

the weather. The funds could come from either the recycling or wastewater accounts. The police department has agreed to house the forklift in their secured area. He stated that a new forklift would cost about \$35,000. He has a price for a used one for \$15,000. He also has inquiries out to other suppliers for used equipment. The Committee recommended that Superintendent Mahone prepare a specification to purchase a new forklift with the appropriate options for safety. The Committee would also like to hear the proposals for the used equipment.

SHREDDING EVENT: Superintendent Mahone reported that 9,589 pounds of documents were collected and shredded during the last residential shredding event.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:

None.

The meeting was adjourned at 7:38 PM.

Respectfully Submitted,  
Kristina J. Rodgers, Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
JUNE 4, 2013

The Penn Township Health & Sanitation Committee met in public session on Tuesday, June 4, 2013 at 7:50 PM following the public works committee meeting. Present were Chairman Klunk and Commissioners Goldsmith, Heilman, Felix and Prieber. Also present were Manager Garvick, Township Engineer Bortner, WWTP Supt. Mahone, Highway Foreman Mahan and Administrative Assistant Rodgers. The following items were discussed.

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the May 7, 2013 meeting were approved as presented.

CITIZENS REMARKS: None

MAIN INTERCEPTOR PROJECT: Superintendent Mahone reported that Wexcon has completed the second bore under the railroad tracks to intercept flow from the Center Street area. All of the pipe between Ridge Avenue and the railroad tracks should be installed by the end of the week. They will then restore that area while setting up dewatering operations between Ridge Avenue and Wilson Avenue. Late next week they could be installing the final 875' of pipe between Wilson and Ridge Avenue. At that point the lower section will be completed and the tie-ins can begin. The latest bore caused some problems with clay pockets and cost Wexcon about an extra week. Superintendent Mahone is anticipating that Wexcon will reach the York Street and Breezewood intersection about September.

FORKLIFT PURCHASE: Superintendent Mahone reported on the prices he received for used and new forklifts. There is a twelve to sixteen week delivery time on a new forklift. He stated that he currently has the forklifts serviced once a year by the professionals. A new forklift can be purchased on the Costar contract. The committee recommended purchasing a new forklift.

MISCELLANEOUS: Commissioner Heilman would like the Manager, WWTP Superintendent and the Engineer to prepare a list of projects to bid for sewer work. He would also like Manager Garvick to discuss with bond counsel about floating a bond issue and how long it will take to get to market.

FIVE-YEAR CAPITAL PURCHASING PLAN: The committee reviewed the 5-year plan for sewer and refuse and recycling. There was some discussion about installing sewer in Oak Hills and on Waterfront Drive and Penn Circle. Superintendent Mahone feels that DEP will require the installation of public sewer into these areas when the ACT 537 Sewage Facilities Plan is finally approved. The sewer installation for both areas has been designed but right-of-way would need to be acquired and the project bid. The construction costs would average about \$35,000 for each property owner. There was some discussion about moving the recycling shed from the Heights Ave. location to the

wastewater treatment plant. The committee recommended that a cost analysis be prepared for moving the facility and selling the existing property.

REFUSE BAG BID: Manager Garvick reported that the Township recieved information from Central Poly stating that they priced the wrong product on the last refuse unit bid. The Manager will turn it over to the solicitor for his review. The next lowest bidder did not provide a sample bag as required by the bid specification.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:  
None.

The meeting was adjourned at 8:37 PM.

Respectfully Submitted,  
Kristina J. Rodgers, Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
JULY 2, 2013

The Penn Township Health & Sanitation Committee met in public session on Tuesday, July 7, 2013 at 7:16 PM following the public works committee meeting. Present were Chairman Klunk and Commissioners Goldsmith and Heilman. Commissioners Felix and Prieber were absent with notice. Also present were Manager Garvick, Township Engineer Bortner and WWTP Supt. Mahone. The following items were discussed.

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the June 4, 2013 meeting were approved as presented.

CITIZENS REMARKS: None

MAIN INTERCEPTOR PROJECT: Superintendent Mahone reported that Wexcon has completed most of the restoration between Ridge Avenue and the railroad tracks. They laid about 350' of pipe and installed manholes #10 and #11 between Wilson Avenue and Ridge Avenue. They have 350' of pipe to lay before finishing between Wilson Avenue and Ridge Avenue. A sinkhole opened up in the stream on June 24<sup>th</sup>, causing the water from the stream to drain into the construction ditch. Wexcon plugged the sinkhole with concrete as instructed by the Engineer and DEP. Wexcon is currently 3-4 days behind schedule.

FUTURE SEWER PROJECTS: Superintendent Mahone provided cost estimates for sewer projects that need to be undertaken in the future. Engineer Bortner reviewed his discussion with Burkentine & Sons regarding the Brookside Heights development. Ryan Homes wants the properties occupied by Christmas. The Committee recommended moving ahead with the York Street, Wirt Avenue, John Street and Mullertown sewer main slip lining projects.

DROP OFF CENTER COST ESTIMATE: Superintendent Mahone reported that he was getting two quotes on the proposed moving of the drop off center from Heights Avenue to Wilson Avenue. He received an estimate from Conewago Enterprises for about \$152,022 but he is awaiting a quote from H & H. The Committee discussed the project and recommended moving forward, including the waiver of the land development plan requirement. The project will probably need to comply with prevailing wage requirements.

REFUSE BAG BID: The refuse bag re-bid will be opened on July 15, 2013. Central Poly Corporation agreed pay for the legal advertisement to rebid the units.

CET-GHD: Manager Garvick reported that Commonwealth Engineering & Technology (CET) would now be known as GHD. GHD is a large international engineering company that has purchased CET. Manager Garvick stated that the current CET staff informed him that none of the services would change. The only thing changing is the

name. The Township should execute an assignment contract with GHD acknowledging that they are assuming the duties and responsibilities in the current engineering agreement with CET. There was some discussion by the committee about how to proceed. Manager Garvick stated that the engineering agreement does not commit us to any specific period of time with the organization. It was noted that the Township has been a client of CET since 1981.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:

None.

The meeting was adjourned at 7:47 PM.

Respectfully Submitted,  
Kristina J. Rodgers, Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
AUGUST 6, 2013

The Penn Township Health & Sanitation Committee met in public session on Tuesday, August 6, 2013 at 8:00 PM following the public works committee meeting. Present were Chairman Klunk and Commissioners Goldsmith, Heilman, Felix and Prieber. Also present were Manager Garvick, Township Engineer Bortner, WWTP Supt. Mahone, Highway Foreman Mahan and Administrative Assistant Rodgers. The following items were discussed.

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the July 2, 2013 meeting were approved as presented.

CITIZENS REMARKS: None

MAIN INTERCEPTOR PROJECT: Superintendent Mahone reported that Wexcon has installed all of the sewer line between Wilson Avenue and the railroad crossing. They have completed the stream revertment on Oil Creek and have restored and seeded the disturbed areas. They have relocated their equipment to the southern side of the rail road tracks and continue to install pipe. They did discover a leaking joint at the connection they made on to the pipe that Mark's had installed. They will install an internal repair clamp and then air test that section of line.

PIPE LINING PROJECT: Superintendent Mahone reported that he met with GHD to discuss the preparation of bid documents for pipe lining. They suggested we have videos available for review by the contractors who might bid the project. We have finished collecting this data and will be forwarding it to GHD. Some of these tapes are on VHS and will need to be converted to digital to include with the bids.

DROP OFF CENTER COST DESIGN: Superintendent Mahone reported that they have met with GHD to discuss the layout of the new drop off center. They have scheduled the area to be surveyed. After that they will develop some sketch plans for review.

SHREDDING EVENT: Superintendent Mahone reported that he has scheduled the residential shredding event for October 19, 2013. Incred-a-Shred was bought out by CINTAS and they stated there would be no change in service.

NEWSLETTER: Superintendent Mahone reported that articles for the newsletter would be due by the end of the week. It will be sent to the merchandiser for proofing next week. The newsletter will be printed and distributed the week of September 10, 2013.

NUTRIENT CREDITS: Superintendent Mahone reported that he has been approached by a neighboring municipality to purchase nutrient credits.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:

None.

The meeting was adjourned at 8:15 PM.

Respectfully Submitted,  
Kristina J. Rodgers, Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
SEPTEMBER 3, 2013

The Penn Township Health & Sanitation Committee met in public session on Tuesday, September 3, 2013 at 7:45 PM following the public works committee meeting. Present were Chairman Klunk and Commissioners Goldsmith, Heilman, Felix and Prieber. Also present were Manager Garvick, Township Engineer Bortner, Fire Chief Cromer and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the August 6, 2013 meeting were approved as presented.

CITIZENS REMARKS: None

MAIN INTERCEPTOR PROJECT: Township Manager Garvick reported that Wexcon has installed pipe and manholes up to manhole #25 which is beside the South Western School District bus lot. They dug a test pit beside the alley on the Bosley property where the bore pit will be excavated and found 7' of rock. The rock requires a larger boring machine, which is scheduled to be here the week of September 9<sup>th</sup>. After that bore is complete they will excavate for another boring pit beside York Street and bore under York Street. At this point in time the scheduled completion date for the entire project is the first week in October.

NUTRIENT CREDITS SALE: Manager Garvick noted we are currently negotiating with the Borough of Hanover on the sale of nitrogen credits so they can comply with the NPDES permit requirements for the water year 2012-2013. The Borough has indicated they will need close to 40,000 pounds of nitrogen credits. At the end of this water year, which is September 30, 2013, he anticipates we will have close to 32,000 pounds of credits that could be sold. We have also asked GHD to check with other clients to see if there are additional plants that will need to purchase credits.

DROP OFF CENTER DESIGN: Manager Garvick stated that the proposed site for the drop off center has been surveyed and GHD has received the data. We have sent them some rough sketches of a building and site layout so they have a starting point. They intend to have some preliminary plans for review in about two weeks.

MUMMERT ENTERPRISES: It was noted that the solicitor is having difficulty in locating liquid assets of Mummert Enterprises in order to collect on the judgment for their share of the sewer interceptor project.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:

None.

The meeting was adjourned at 7:50 PM.

Respectfully Submitted,  
Kristina J. Rodgers, Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
OCTOBER 1, 2013

The Penn Township Health & Sanitation Committee met in public session on Tuesday, October 1, 2013 at 8:00 PM following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Goldsmith, Heilman, Felix and Prieber. Also present were Manager Garvick, Township Engineer Bortner, WWTP Superintendent Mahone, Highway Foreman Mahan and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the September 3, 2013 meeting were approved as presented.

CITIZENS REMARKS: None

MAIN INTERCEPTOR PROJECT: Superintendent Mahone reported that Wexcon has completed the connection into the existing interceptor just below the manhole 17. The bore between manhole 27 and manhole 28 is complete and the entire pipe has been installed in the casing and the sand has been blown in around the pipe. Wexcon can now install manhole 27 and the pipe between manholes 25, 26, and 27. The bore under York Street is expected to begin in about two weeks.

REFUSE UNITS: Superintendent Mahone reported that we received 2500 cases of the new blue bags. So far the quality of the bags looks fine. We did find a few cases that had 6" twist ties instead of 10" twist ties. Mr. Mahone contacted the manufacturer and they sent us a case of 24,000 twist ties. The Township still has 13,100 black bags to be distributed to our vendors until we work through our stock of black bags and the vendors sell all their black bags it could be the end of November before we see the blue bags on the street. The Township is checking the number of bags per case to confirm that we did receive the correct amount.

DROP OFF CENTER DESIGN: Superintendent Mahone stated we received cost estimates and layout drawings from GHD on the new recycling center. The design options were shared with the committee. The estimate is close to \$500,000. Staff feels these estimates are on the high side. We recommend bidding the project and evaluating the financial feasibility after reviewing the bids. The committee is good with the idea of bidding.

NUTRIENT CREDITS SALE: Superintendent Mahone reported that Hanover Borough has delivered an executed sales agreement to the Township for the purchase of all the Township Nitrogen credits for the water year of 2012-2013. The committee recommended approving the agreement.

2014 BUDGET: The committee reviewed the recycling budget. The budget includes the projects that we typically do each year along with an increase in the engineering services and the cost to construct the new recycling facility. The committee then

reviewed the sewer fund budget. There is a one percent increase in the revenue category. There is an increase in the collection budget which includes the new sewer crew. They will also be available to do other jobs as needed. There is an increase in the capital outlay for the sewer main lining project. There was some discussion about the administration building security that will be installed later this year but the funds to cover the costs will come from the building fund.

SHREDDING EVENT: Superintendent Mahone reported that the residential shredding event will be held on October 19, 2013.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:  
None.

The meeting was adjourned at 8:35 PM.

Respectfully Submitted,  
Kristina J. Rodgers, Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
NOVEMBER 5, 2013

The Penn Township Health & Sanitation Committee met in public session on Tuesday, November 5, 2013 at 7:50 PM following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Goldsmith, Heilman, Felix and Prieber. Also present were Manager Garvick, Township Engineer Bortner, WWTP Superintendent Mahone, Highway Foreman Mahan and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the October 1, 2013 meeting were approved as presented.

CITIZENS REMARKS: None

MAIN INTERCEPTOR PROJECT: Superintendent Mahone reported that Wexcon has completed the installation of the main artery of the interceptor line. The tie in to the Breezewood line and the south side York Street line is complete. There are four areas that still need to be tied into the new interceptor, then the abandonment of the old interceptor manholes and restoration remains. The expected completion date is November 22, 2013.

ACT 537 PLAN: Superintendent Mahone reported that we received a letter on October 9, 2013 from PADEP requesting a response on the progress of the resubmission of our Act 537 Sewage Facilities Plan. Manager Garvick and Superintendent Mahone met with GHD to review the past time line of the draft plan that was submitted in 2008 but subsequently was returned to the Township unreviewed. GHD has created a response, which was sent to DEP indicating the Township could update the current plan to include the recent work that has been completed on the system since 2008 and adjust other projections.

SEWER LINING BID: Superintendent Mahone reported that bids for the sewer lining project will be opened on November 13, 2013, at 2:00 p.m. We are anticipating making the award of the bid at the November 18, 2013 Board of Commissioners meeting.

DROP OFF CENTER DESIGN: Superintendent Mahone reported that some design changes were made to the Drop Off Center that will help reduce the project costs. GHD is working on the design and layout and has moved the loading area to decrease the amount of impervious area and avoid the costly relocation of utilities.

SHREDDING EVENT: Superintendent Mahone reported that during the document shredding event held in October the Township processed 231 vehicles with 10,733 pounds of material.

REFUSE UNITS: Superintendent Mahone reported that the new blue refuse bags are on the street. Most of the vendors have exhausted their supply of the old bags and

have begun selling the blue bags. Mr. Mahone will be keeping track of the comments we receive and forwarding them onto the committee.

GARY LANDIS LITIGATION: Manager Garvick reported that the Solicitor has notified the Township that the courts have dismissed the Landis case.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:

None.

The meeting was adjourned at 8:01 PM.

Respectfully Submitted,  
Kristina J. Rodgers, Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
DECEMBER 3, 2013

The Penn Township Health & Sanitation Committee met in public session on Tuesday, December 3, 2013 at 7:21 PM following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Goldsmith, Heilman, Felix and Prieber. Also present were Manager Garvick, Township Engineer Bortner, and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the November 5, 2013 meeting were approved as presented.

CITIZENS REMARKS: None

MAIN INTERCEPTOR PROJECT: Manager Garvick reported that Wexcon has made the tie in to the existing sewer line coming from Brewster Circle across Oil Creek and into the new interceptor. Wexcon has scheduled an inspector from CSXT to be on site December 9, 2013 to oversee the sewer line tie in adjacent to the railroad tracks besides the Hanover Terminal building. After that the final tie in connection will be from the Hanover Borough's Moul Avenue area. Wexcon will then commence the abandonment of the existing sewer line and site restoration. They will need to come back in the spring to complete the final paving restorations.

SEWER LINING PROJECT: Manager Garvick reported that Able Recon was the successful bidder and Notice of Intent to Award has been sent to them. Once we receive their bonding and the Agreement they will be given Notice to Proceed. It is anticipated they will begin after January 1, 2014.

BLUE BAG UPDATE: Manager Garvick reported that to date we estimate at least thirty percent of the residents are using the blue bag and we have recorded four complaints, two because they are too thin, two because they are too transparent, and one because the critters will chew through the bag.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:  
None.

The meeting was adjourned at 7:35 PM.

Respectfully Submitted,  
Kristina J. Rodgers, Township Secretary