

MINUTES  
HEALTH & SANITATION COMMITTEE  
JANUARY 7, 2014

The Penn Township Health & Sanitation Committee met in public session on Tuesday, January 7, 2014 at 7:02 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, Highway Foreman Mahan, WWTP Superintendent Mahone and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: None

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

CITIZENS REMARKS: None

MAIN INTERCEPTOR PROJECT: Superintendent Mahone reported that Wexcon has completed the tie-in from Center Street and is scheduled to make the final connection to the new interceptor on Wednesday, January 8, 2014. After that they will undertake the abandonment of the old interceptor and site restoration, weather permitting.

SEWER LINING PROJECT: Superintendent Mahone reported that contract documents for the sewer-lining project have been executed and a preconstruction meeting is scheduled for January 20<sup>th</sup> at 10:00 AM. Able Recon is planning to mobilize on February 3, 2014. The first phase of work will be completed on York Street by March 31, 2014.

PLUM CREEK STREAM BANK RESTORATION: Superintendent Mahone reported that the Plum Creek restoration project went out to public bid thru PennBid on January 6, 2014. The bids will be opened on February 3, 2014 at 2:00 p.m.

RECYCLING CENTER: Superintendent Mahone reported that ARM is conducting its final analysis on the proposed recycling center site and it is anticipating getting those reports in the next several weeks. Mr. Mahone is anticipating the final documents for bid in April.

CHRISTMAS WRAP: Superintendent Mahone reported on the Christmas wrap collection. There were several volunteers and Mr. Mahone sent each a "thank you" letter for their service.

NEWSLETTER: Superintendent Mahone reported that he would like the information for the newsletter by March 10, 2014 so that they can be delivered the first week of April.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:  
None.

The meeting was adjourned at 7:12 PM.

Respectfully Submitted,  
Kristina J. Rodgers, Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
FEBRUARY 4, 2014

The Penn Township Health & Sanitation Committee met in public session on Tuesday, February 4, 2014 at 7:35 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, Administrative Assistant Rodgers and Police Chief Laughlin. The following items were discussed:

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the January 6, 2014 meeting were approved as presented.

CITIZENS REMARKS: None

MAIN INTERCEPTOR PROJECT: Superintendent Mahone reported that Wexcon has completed the last connection to the new interceptor, as well as the abandonment of the old interceptor and the punch list items. They have moved off site until spring when they will complete the project with final planting and paving restoration.

SEWER LINING PROJECT: Superintendent Mahone reported that a preconstruction meeting was held on January 20, 2014 to discuss the sewer lining project. Able Recon was planning to start cleaning and televising on February 3, 2014 but the cold weather has delayed them until February 10, 2014. The Township has delivered notices of the work to be completed to all residents located in the construction areas.

PLUM CREEK STREAM BANK RESTORATION: Bids were opened for the Plum Creek stream bank restoration project on February 3, 2014. There were nine bids submitted for the project ranging from \$67,318.00 to \$107,709.80. The initial low bid is Farhat Excavating from Halifax, PA. GHD is reviewing the bid documents for compliance with the specifications. We anticipate awarding the project at the Board of Commissioners meeting on February 17, 2014. The second lowest bid was from Lobar Associates for \$68,209.60, a difference of \$891.60. The committee asked to see references from the low bidder and the bidder supplied some. GHD has not worked with the low bidder before.

RECYCLING CENTER: Superintendent Mahone reported that the design plans for the recycling center are very close to being completed and a bid let date is anticipated to be mid to late February. It was noted that some of the costs for the project could be included in the loan the Township is anticipating borrowing this year.

CITIZENS QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:  
None.

The meeting was adjourned at 7:45 PM.

Respectfully Submitted,  
Kristina J. Rodgers, Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
MARCH 4, 2014

The Penn Township Health & Sanitation Committee met in public session on Tuesday, March 4, 2014 at 7:19 PM following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Heilman, Felix and Prieber. Commissioner Goldsmith was absent with notice. Also present were Manager Garvick, Township Engineer Bortner, WWTP Superintendent Mahone, and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the February 4, 2014 meeting were approved as presented.

CITIZENS REMARKS: None

SEWER LINING PROJECT: Superintendent Mahone reported that Abel Recon has televised 1800 feet of sewer line and is waiting for better weather to begin the installation of the liner.

PLUM CREEK STREAM BANK RESTORATION: Superintendent Mahone reported that GHD Engineering sent the notice of Intent to Award to Farhat Excavating for the Plum Creek Stream bank Restoration project. Farhat has submitted the performance bond and certificate of insurance and it is anticipated that the Notice to Proceed will be issued soon.

RECYCLING CENTER: The plans are finished and will be available on the PennBid website March 8, 2014. The bid opening will be April 8, 2014 at 2:00 PM. There is a pre-bid meeting scheduled for March 20<sup>th</sup> for interested bidders to review plans and ask questions.

The meeting was adjourned at 7:23 PM.

Respectfully Submitted,  
Kristina J. Rodgers, Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
APRIL 1, 2014

The Penn Township Health & Sanitation Committee met in public session on Tuesday, April 1, 2014 at 7:26 PM following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Heilman, Felix and Goldsmith. Commissioner Prieber was absent with notice. Also present were Manager Garvick, Township Engineer Bortner, WWTP Superintendent Mahone, and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the March 4, 2014 meeting were approved as presented.

CITIZENS REMARKS: None

SEWER LINING PROJECT: Superintendent Mahone reported that Abel Recon has completed 80% of the lining on York Street, 33% on John Street, 55% on Wirt Avenue and 24% at Mullertown. This equates to about 44% completion of the lining portion of the project. They still have to grout all the lateral connections and spray seal the interior of several manholes.

PLUM CREEK STREAM BANK RESTORATION: A pre-construction meeting was held on March 26, 2014 with Farhat Excavating Co. on the Plum Creek stream bank restoration project. Weather permitting they plan to begin the work in late April. The project is expected to take thirty days.

RECYCLING CENTER: There was a pre-bid meeting for the recycling center bidders held on March 20, 2014. Seventeen different contractors attended the meeting. Bids will be opened on April 8, 2014 at 2:00 p.m.

The meeting was adjourned at 7:33 PM.

Respectfully Submitted,  
Kristina J. Rodgers, Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
MAY 6, 2014

The Penn Township Health & Sanitation Committee met in public session on Tuesday, May 6, 2014 at 7:16 PM following the public works committee meeting. Present were Chairman Klunk and Commissioners Heilman, Felix and Goldsmith. Commissioner Prieber was absent. 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 April 1, 2014 meeting were approved as presented.

CITIZENS REMARKS: None

SEWER LINING PROJECT: Superintendent Mahone reported that all of the lining on York Street has been completed. The lining on Wirt Ave. and John St. is complete with the exception of the end sections of both streets. The Mullertown area is 35% finished. The wet weather has been an issue for access to the Mullertown area. After the liner was installed and the laterals were opened it was discovered that several of the lateral connections would need to be fitted with an insert or "top hat" prior to grouting. The contract does not have a line item cost for installing top hats. Abel Recon is in the process of providing that cost.

PLUM CREEK STREAM BANK RESTORATION: Superintendent Mahone reported that Farhat Construction began the Plum Creek stream bank restoration project on April 28. They have installed the erosion/sediment devices, removed trees and installed the cofferdam. They were installing the footing and anticipated installing the block later this week.

INTERCEPTOR PROJECT: Wexcon has completed some of the paving restoration but they still have the Breezewood intersection to complete. There is a next-to-final site inspection scheduled with the York County Conservation District on May 8<sup>th</sup> to see what erosion and sediment devices can be removed.

COLONIAL HILLS FORCE MAIN RELOCATION: Superintendent Mahone stated that, due to the recent high amounts of precipitation, we have experienced surcharging in some of the sewer lines in the Township. One sewer line on Colonial Drive has been particularly troublesome. To eliminate the problem we are evaluating the feasibility of relocating the discharge point of the Colonial Hills pumping station force main. This would eliminate close to 500,000 gallons per day of flow through this problem area.

PADEP NOTIFICATION LETTER: On April 23, 2014 the Township received a letter from PADEP that indicated that we have completed our obligations under the Consent Order and Agreement dated December 2, 2008. All flow restrictions and connection bans are now lifted.

WEST MANHEIM ADDITIONAL CAPACITY PAYMENT: Superintendent Mahone noted that with the completion of the upgrade to the treatment plant we satisfied a stipulation in the 2009 Developer's Agreement requiring West Manheim Township to now purchase an additional 400 edu's. We notified West Manheim Township reminding them of the commitment. West Manheim received a letter from one of their developers that, due to the economy, they are unable to meet their financial obligation under the Agreement to pay WM so WM can pay us. The Committee recommended that if they cannot meet the terms of the current agreement they will need to renegotiate for the edu's and pay the price in effect at the time of purchase.

HAWK HILL INC. There has been a resolution prepared on behalf of Aquaphoenix to amend the sewage facilities plan.

RECYCLING CENTER: Superintendent Mahone reported that the Notice of Intent to Award was sent to the four contract awardees for the construction of the recycling center. We are waiting for the performance bonds and insurance documents.

ROOF BIDS FOR BLOWER BUILDING: Superintendent Mahone reported that on May 5<sup>th</sup> we opened bids for the replacement of the roof on the blower building at the treatment plant. The only bid was from Daniel Smith Roofing in the amount of \$24,550. After reviewing the bid there was no reason to not award the bid to Daniel Smith roofing.

902 GRANT APPLICATION: Superintendent Mahone reported that a new round of Act 101, Section 902 equipment grant applications has been opened and he has pre-bid meeting scheduled for July 1 in regards to the new recycling center.

SHREDDING EVENT: Superintend Mahone reported that the shredding event was held on April 26 but Cintas had a problem and was unable to process material 30 minutes into the event. The resident's material was put into a locked storage container for shredding at a later date. In addition they will be coming back to shred the police department's material. Cintas will only charge us half of what they normally charge for the event.

The meeting was adjourned at 7:45 PM.

Respectfully Submitted,  
Kristina J. Rodgers, Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
JUNE 3, 2014

The Penn Township Health & Sanitation Committee met in public session on Tuesday, June 3, 2014 at 7:45 PM following the public works committee meeting. Present were Chairman Klunk and Commissioners Heilman, Felix, Prieber and Goldsmith. Also present were Manager Garvick, Township Engineer Bortner, WWTP Superintendent Mahone, Highway Foreman Mahan and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the May 6, 2014 meeting were approved as presented.

CITIZENS REMARKS: None

SEWER LINING PROJECT: Superintendent Mahone reported that all of the manhole and sewer liner has been installed and they are in the process of grouting the lateral connections. The estimate for the inserts (top hats) to repair leaking laterals is \$5,250 per lateral. There are about 14 laterals that need repaired. We have requested the video showing the condition of those laterals to determine if the top hats are needed for structural repair verses stopping a leaking joint. If they are needed for only stopping a leaking joint we might not install them due to the probability of the leak migrating to another joint. Abel Recon has also requested a 30-calendar day extension of the contract due to weather delays. The current completion date is June 19, 2014 and they are requesting an extension till July 19, 2014. The committee recommended approving the extension.

PLUM CREEK STREAM BANK RESTORATION: Superintendent Mahone reported that Farhat Construction Co. has finished the installation of the retaining wall and has completed the final restoration of the construction site for the plum creek stream bank restoration. There was an inspection of the site conducted on May 19, 2014 by the York County Conservation District. There were several violations noted on the inspection report, which were corrected during the final site restoration.

MAIN INTERCEPTOR PROJECT: Superintendent Mahone reported that on May 8, 2014 the York County Conservation District conducted the final inspection of the construction site concerning erosion and sediment control for the main interceptor project. The site was found to be permanently stabilized and the paper work to terminate the water obstruction and encroachment permit is being processed.

RECYCLING CENTER: Superintendent Mahone reported that all of the documents necessary to execute the recycling center contracts have been reviewed by GHD



Engineering. There is a pre construction meeting scheduled for June 12, 2014 at 9:00 a.m. The notice to proceed is scheduled to be issued on June 16, 2014.

The meeting was adjourned at 7:54 PM.

Respectfully Submitted,  
Kristina J. Rodgers, Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
JULY 1, 2014

The Penn Township Health & Sanitation Committee met in public session on Tuesday, July 1, 2014 at 8:20 PM following the public works committee meeting. Present were Chairman Klunk and Commissioners Heilman, Felix, Prieber and Goldsmith. Also present were Manager Garvick, Township Engineer Bortner, WWTP Superintendent Mahone, Highway Foreman Mahan and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the June 3, 2014 meeting were approved as presented.

CITIZENS REMARKS: None

SEWER LINING PROJECT: Supt. Mahone reported that, on the sewer-lining project, Abel Recon still has a few segments to lateral grout and complete the post lining video. The grouting has been going well and they say a lot of the problem laterals have been grouted. There will be 4-6 laterals that they think will need top hats.

MAIN INTERCEPTOR PROJECT: Superintendent Mahone reported that Wexcon has completed the final paving and GHD will be closing the contract in the near future.

RECYCLING CENTER: Superintendent Mahone reported that Amric has installed the erosion and sediment structures and they are excavating the detention basin along with the sub base for the building. He stated that that a pre-pour concrete meeting is scheduled for Thursday, July 3. Mr. Mahone also reported that he had a meeting with PADEP on the preapplication for a 902 grant application.

REFUSE AND RECYCLING CONTRACT: Superintendent Mahone reported that we are in the third year of our three-year contract with York Waste for refuse and recycling collection. The Township does have two one-year options that we could exercise. The price for the extensions is based on the consumer price index and would indicate a four to five cent increase to the 2014 collection price of \$2.25 per bag. Mahone wanted the committee to discuss if they would be willing to rebid the contract just to see where it might come in. If they choose to rebid he would like to consider bidding it with large metal collection and without large metal collection. There was some discussion by the committee with regards to the Township collecting the large metal items now that we have the new recycling center. The committee recommended bidding the collection both ways.

The meeting was adjourned at 8:40 PM.

Respectfully Submitted,  
Kristina J. Rodgers, Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
AUGUST 5, 2014

The Penn Township Health & Sanitation Committee met in public session on Tuesday, August 5, 2014 at 8:04 PM following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Heilman, Felix, Prieber and Goldsmith. Also present were Manager Garvick, Township Engineer Bortner, WWTP Superintendent Mahone, Highway Foreman Mahan and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the July 1, 2014 meeting were approved as presented.

CITIZENS REMARKS: None

SEWER LINING PROJECT: Superintendent Mahone reported that Abel Recon has to re-televis six sections of the sewer lining project, install two drop connections on York Street and complete two point repairs to complete the contract. We have eight laterals that will need to be repaired. We will televis these laterals and determine the best option.

RECYCLING CENTER: Superintendent Mahone reported that Amric has poured the dock walls and has begun to back fill around the walls. They have installed the storm water retention pond and the subgrade for the driveway. The building submittal has been approved and sent back to Americ.

TRASH BAG BID EVALUATION: Superintendent Mahone reported that bids were received and opened on August 4, 2014. We received four bids and the apparent low bidder is Central Poly at \$0.209 per bag. This is a 1.6% increase over last years bid. Mr. Mahone recommended awarding the contract to Central Poly. He stated we currently have 78,700 bags in stock.

NEWSLETTER: Superintendent Mahone stated that he would need articles for the newsletter soon. He provided a rough draft of the newsletter for the committee's review.

SHREDDING: Superintendent Mahone stated that he would like to schedule a shredding event for October 18, 2014. The committee agreed.

The meeting was adjourned at 8:15 PM.

Respectfully Submitted,  
Kristina J. Rodgers, Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
SEPTEMBER 2, 2014

The Penn Township Health & Sanitation Committee convened on Tuesday, September 2, 2014 at 7:40 p.m. following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Heilman, Felix, Prieber and Goldsmith. Also present were Manager Garvick, Township Engineer Bortner, WWTP Superintendent Mahone, Police Chief Laughlin, Fire Chief Cromer, Assistant Manager Rodgers and Administrative Assistant Miller. The following items were discussed:

ANNOUNCEMENTS: None

APPROVAL OF MEETING MINUTES: Minutes from the August 5, 2014 Health & Sanitation Committee meeting were approved as submitted.

CITIZENS REMARKS: None

SEWER LINING PROJECT: Superintendent Mahone reported that Abel Recon has completed the installation of the last two point repairs for the sewer lining project. We are waiting on the video inspection of these repairs. If they are acceptable, we will be closing out the contract with Abel Recon.

RECYCLING CENTER: Superintendent Mahone reported that the concrete work is 50-60% completed on the recycling center. The poles are set for the building. The water, sewer and electric have been installed to just outside the building. The roof trusses are scheduled to be set this week. We are anticipating completing the building by the end of October.

NEWSLETTER: Superintendent Mahone noted the fall newsletter will be delivered the week of September 8, 2014.

CHEVY BLAZER: Manager Garvick noted the 1996 Chevrolet Blazer is up for bid.

The meeting was adjourned at 7:43 p.m.

Respectfully Submitted,  
Melissa A. Miller  
Administrative Assistant

MINUTES  
HEALTH & SANITATION COMMITTEE  
OCTOBER 7, 2014

The Penn Township Health & Sanitation Committee convened on Tuesday, October 7, 2014 at 7:40 p.m. following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Heilman, Felix, Prieber and Goldsmith. Also present were Manager Garvick, Township Engineer Bortner, WWTP Superintendent Mahone, Highway Foreman Mahan, Assistant Manager Rodgers and Administrative Assistant Miller. The following items were discussed:

ANNOUNCEMENTS: None

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

CITIZENS REMARKS: None

2015 BUDGET: Superintendent Mahone went through his proposed 2015 budget for sewer and recycling. The budget includes projects we typically do each year. There is an increase in capital outlay for the Mullertown Station replacement and Colonial Hills Force Main relocation. There is also a transfer from the reserve account to cover these expenses.

LINING PROJECT: Superintendent Mahone reported that he is completing the final paperwork for the sewer lining project. There is a negative change order for \$16,453.39. The Committee recommended approving the change order.

RECYCLING CENTER: Superintendent Mahone reported that the roof and siding is 90% complete on the recycling center. The interior framing has been completed. The plumbing has been roughed in and inspected. The electric panel and wire is roughed in. Paving is scheduled to begin the week of October 13<sup>th</sup>.

SHREDDING EVENT: Superintendent Mahone reported that the residential shredding event will be held on October 18, 2014.

The meeting was adjourned at 8:00 p.m.

Respectfully Submitted,  
Melissa A. Miller  
Administrative Assistant

MINUTES  
HEALTH & SANITATION COMMITTEE  
NOVEMBER 4, 2014

The Penn Township Health & Sanitation Committee convened on Tuesday, November 4, 2014 at 7:05 p.m. following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Heilman, Felix, Prieber and Goldsmith. Also present were Manager Garvick, Township Engineer Bortner, WWTP Superintendent Mahone, Highway Foreman Mahan, Assistant Manager Rodgers and Administrative Assistant Miller. The following items were discussed:

ANNOUNCEMENTS: Commissioner Felix announced an executive session will be held following the Health & Sanitation Committee meeting.

APPROVAL OF MEETING MINUTES: Minutes from the October 7, 2014 Health & Sanitation Committee meeting were approved as submitted.

CITIZENS REMARKS: None

NPDES PERMIT RENEWAL UPDATE: Superintendent Mahone reported that our NPDES discharge permit renewal was submitted in August 2012 and expired in February 2013. During the renewal review process DEP asked for additional lab analyses on four parameters. The analyses were conducted and the results were submitted to DEP on October 17, 2014. DEP will use the parameter averages when running a PennTox model to see if these parameters should be included in our new discharge permit. DEP is not issuing any draft permits until DEP and EPA come to an agreement on some of the nutrient trading language included in all NPDES permits in which the EPA has formally objected to.

ACT 537 PLAN UPDATE: Superintendent Mahone reported he received a letter on October 2, 2014 from DEP approving our Modified Plan of Study/Task Activity Report for updating our draft 2008 Act 537 Plan. He has met with GHD to discuss how the wasteload will be managed in the future through the Township. GHD hopes to have a draft for our review by the end of the year. The finalized plan must be submitted by April 5, 2015. The Oak Hills and Hershey Heights area shows a need to have public sewer installed. This area includes 45-50 connections. GHD is going to develop an estimated cost so the Board of Commissioners can determine how to fund and schedule the project.

WEST MANHEIM AGREEMENT AMENDMENT: Superintendent Mahone reported Joseph Myers and Northfield Joint Venture have requested West Manheim Township and Penn Township amend their sewer capacity agreement to allow them an additional five years to purchase up to 400 EDU's of sewer capacity at a cost of \$2,298/EDU. The current agreement is \$1,700/EDU. If West Manheim Township were to purchase all 400 EDU's their total discharge capacity would be 640,800 gals/per day. The Committee recommended creating a new agreement with the cost of \$2,298/EDU.

SHREDDING EVENT: Superintendent Mahone reported that 226 vehicles dropped off 8,450 lbs of material to be shredded at the residential shredding event held on October 18, 2014. Superintendent Mahone and Assistant Manager Rodgers recently toured Ox Paper Corp & Tube in Hanover to view their recycling facility. The committee recommended keeping our current twice a year shredding events and offering information for Ox Paper Corp & Tube as an option for residents who miss our events.

RECYCLING CENTER UPDATE: Superintendent Mahone reported the paving has been completed along with the site grading and seeding at the new recycling facility. The installation of the interior liner panel should be completed the week of November 3<sup>rd</sup>. The painters have begun painting. Americ hopes to be completely finished by November 14, 2014.

The meeting was adjourned at 7:35 p.m.

Respectfully submitted,  
Melissa A. Miller  
Administrative Assistant

MINUTES  
HEALTH & SANITATION COMMITTEE  
DECEMBER 2, 2014

The Penn Township Health & Sanitation Committee convened on Tuesday, December 2, 2014 at 7:17 p.m. following the Public Works Committee meeting. Present were Chairman Klunk and Commissioners Heilman, Felix, Prieber and Goldsmith. Also present were Manager Garvick, Township Engineer Bortner, Highway Foreman Mahan, Assistant Manager Rodgers and Administrative Assistant Miller. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF MEETING MINUTES: Minutes from the November 4, 2014 Health & Sanitation Committee meeting were approved as submitted.

CITIZENS REMARKS: None

WEST MANHEIM AGREEMENT AMENDMENT: Manager Garvick reported the new West Manheim agreement for EDU's is still in progress. Items proposed by the Township were not included in the revised agreement and he is awaiting a response pertaining to the cost of the EDU's.

RECYCLING CENTER UPDATE: Manager Garvick reported the recycling center is substantially completed. A few minimal items remain on the list to complete. The center opened on December 1, 2014 to well received comments. A request was made for a quote to install concrete along the length of the center to the parking lot in order to accommodate additional dumpsters and truck parking.

OTHER MATTERS: Commissioner Klunk received a request from a Township resident to switch from bags to totes for trash removal. The Committee declined to pursue changing at this time.

NEW ACCESS CONTROL SYSTEM: Assistant Manager Rodgers reported there will be a final walk through of the building with Select Security to confirm the installation of the new access system on December 10.

COMPUTER UPGRADE: Assistant Manager Rodgers reported on the status of the computer upgrades: laptops are near completion, email has been updated and extra personnel has been brought in to assist in finalizing the upgrade.

2015 BUDGET DISCUSSION: Assistant Manager Rodgers reported the deficit between the 2015 revenue and expenditures is just under \$80K after adjusting receipts, carryover, contingency and expenditures. Following a discussion the Committee believes the final \$80K will be absorbed through additional revenues and decreases in expenditures. The December 16, 2014 Finance Committee meeting will not be held, the Committee is anticipating passing the budget at the next Board of Commissioners meeting.



The meeting was adjourned at 7:54 p.m.

Respectfully submitted,  
Melissa A. Miller  
Administrative Assistant