

MINUTES
HEALTH & SANITATION COMMITTEE
JANUARY 5, 2016

The Penn Township Health & Sanitation Committee convened on Tuesday, January 5, 2016 at 8:28 P.M. following the Public Works Committee meeting. Present were Chairman Van de Castle and Commissioners Brown, Felix, Heilman and Klunk. Also present were Township Manager Rodgers, Engineer Bortner, WWTP Superintendent Mahone, Highway Foreman Mahan, Assistant to the Engineer Garrett, and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: None

APPROVAL OF THE MINUTES: The minutes of the December 1, 2015 meeting were approved as submitted.

CITIZEN'S COMMENTS: Jennifer Flynn of 116 Timber Lane asked the committee to consider refunding her fee for a late sewer payment. She stated that her husband was out of town over the weekend with military work and he is the one who normally pays this bill. She attempted to call the Penn Township office on Friday, October 30, 2015 but the office was already closed. She called back on Monday morning at which point she was told by the sewer clerk that it would take a couple of days to verify if a check was received. Mrs. Flynn felt that she had made an attempt to pay the bill on time and feels the fee should be refunded. Commissioner Van de Castle explained that late payments are assessed a fee and there were no extenuating circumstances to warrant a refund. Commissioner Klunk reiterated that the payment was not received on time and the fee could not be refunded.

CENTER STREET SEWER LINE REPLACEMENT: WWTP Superintendent Mahone reported that Barrasso has all of the pipe and manholes installed and tested up to the tie in point at Center Street. They plan on making the tie-in to the existing line on January 6, 2016. After the tie-in is made they will need to transfer two existing laterals from the old line over to the new line. Once that is completed they will begin site restoration to the extent possible and complete final restorations and paving in the spring.

COLONIAL HILLS FORCEMAIN: WWTP Superintendent Mahone reported that E.K. Services has installed close to one thousand three hundred feet of forcemain along Frock Drive up to Dove Circle. They should be able to install the remainder of the ductile iron pipe in the next ten days. Then they will have to stop construction until their borer gets onsite. The borer is scheduled to be on site the last week of January.

MULLERTOWN STATION PROJECT: WWTP Superintendent Mahone reported that we now have ownership of the land necessary for the replacement of the Mullertown pumping station. We will be reviewing the final plans this month and then they will be posted on Penn Bid for public bid.

ELECTRONIC RECYCLING SUSPENDED: WWTP Superintendent Mahone reported that York County has been unsuccessful in acquiring a new e-waste recycler and has suspended the collection of electronics until further notice. We have been turning folks away from the drop off center and giving them the phone number to Best Buy as an alternate disposal site. Best Buy is accepting covered devices and televisions up to thirty-two inches. It costs \$10 to drop off the TV's but Best Buy will give it back in a \$10 gift card. Residents are showing concern with the suspended recycling. Commissioner Heilman hopes for a quick resolution because it will cost the Township a lot of money to clean up the electronics when they are dumped in roadways and streams.

CHRISTMAS WRAP COLLECTION: WWTP Superintendent Mahone reported that the Christmas wrap collection lasted for four days. There were a total of 1,725 vehicles that came through compared to 1,760. We collected 3,280 pounds of wrap, down from 5,120 last year. There is no weight on cardboard as of yet but there were four trailers which will probably be around 2,500 pounds which is similar to last year. Superintendent Mahone will provide a spreadsheet showing statistics on Christmas wrap collection going back to 2006.

NEWSLETTER: WWTP Superintendent Mahone asked for input on the upcoming Penn Township newsletter. He hopes to have it delivered by April 4, 2016 which makes the deadline for articles March 11, 2016. He would like to advertise a shredding event to be held on April 23, 2016.

HIGHPOINTE AT ROJEN FARMS PUMPING STATION: Manager Rodgers reported that there will be Resolution on the Board of Commissioners meeting agenda for a new pumping station at Highpointe at Rojen Farms. The sewage module will be presented at the Thursday evening Planning Commission meeting.

OLDS: WWTP Superintendent Mahone reported on a letter dated December 11, 2015 from the York County Conservation District offering free classes to Penn Township residents concerning on-lot disposal systems. They are looking for municipalities to sponsor a site where they can come out and do a two hour presentation. Superintendent Mahone suggested waiting until we get the report back from GHD on their current survey before making a decision. Commissioner Van de Castle asked how many lots have on-lot disposal systems. Would there be room to hold all of the interested citizens? Manager Rodgers stated that there is usually fairly low attendance at these types of events and there would be sufficient room. The committee was in favor of hosting once the results of the GHD needs survey is complete.

2016 RECYCLING CENTER HOLIDAY HOURS: Manager Rodgers reported that the recycling shed will be closed for three days in December because of the way the AFSME contract is set up. She would like to consider keeping the recycling facility open on the December 23, 2016 and December 30, 2016 otherwise the recycling shed will be closed Friday, Saturday, and Monday.

CITIZEN'S COMMENTS: None

The meeting was adjourned at 8:48 P.M.

Respectfully submitted,

Angela M. Hallett

MINUTES
HEALTH & SANITATION COMMITTEE
FEBRUARY 2, 2016

The Penn Township Health & Sanitation Committee convened on Tuesday, February 2, 2016 at 8:48 P.M. following the Public Works Committee meeting. Present were Chairman Van de Castle and Commissioners Brown, Felix, Heilman, and Klunk. Also present were Township Manager Rodgers, Engineer Bortner, WWTP Superintendent Mahone, Highway Foreman Mahan, Assistant to the Engineer Garrett, and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: None

APPROVAL OF THE MINUTES: The minutes of the January 5, 2016 meeting were approved as submitted.

CITIZEN'S COMMENTS: None

CENTER STREET SEWER LINE REPLACEMENT: WWTP Superintendent Mahone reported that the line is completely installed, tested, and is in service. Barrasso has completed the surveying for the as constructed drawings for the project. They will complete the final paving and site restoration in the spring. Superintendent Mahone made plans available to the committee for their review.

COLONIAL HILLS FORCE MAIN REPLACEMENT: WWTP Superintendent Mahone reported that the boring crew arrived on site on January 18, 2016 which was a week ahead of schedule. They have completed the bore and installed the HDPE pipe from Dove Circle to Black Rock Road. They also completed the bore from the pumping station, paralleling the stormwater retention pond, to the air relief vault and pulled in that pipe. They have one more bore to complete from the air relief vault to Frock Drive and then the borings will be complete. EK Services hopes to have everything installed and tested in two to three weeks.

MULLERTOWN PUMP STATION REPLACEMENT: WWTP Superintendent Mahone reported that the project is currently open for public bids. The bids will be opened at 2:00 P.M. on February 26, 2016 at the Township office. MetEd has been notified to proceed with the upgrade of the electrical service.

HERR CROP DAMAGE REQUEST: WWTP Superintendent Mahone reported that Elizabeth Herr is requesting reimbursement for crop damage allegedly caused by Penn Township's interceptor project. Ms. Herr rents farm land from TAW Distribution along Ridge Avenue. Superintendent Mahone explained the project dates and details. He confirmed that Ms. Herr's estimation of disturbed land area was accurate. Ms. Herr is requesting two acres of soy bean destruction during 2011 and one acre of corn in 2012. She also requested money for revenue lost due to loss of usable land. After discussion

it was concluded that the work area had been staked prior to Ms. Herr's crops being planted and it was, therefore, a known risk on her part.

OTHER MATTERS: None

CITIZEN'S QUESTIONS: None

The meeting was adjourned at 9:12 P.M.

Respectfully submitted,

Angela M. Hallett
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
MARCH 1, 2016

The Penn Township Health & Sanitation Committee convened on Tuesday, March 1, 2016 at 8:55 P.M. following the Public Works Committee meeting. Present were Chairman Van de Castle and Commissioners Brown, Felix, Heilman, and Klunk. Also present were Township Manager Rodgers, Engineer Bortner, WWTP Superintendent Mahone, Highway Foreman Mahan, Zoning Officer Swanner, Assistant to the Engineer Garrett, and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: None

APPROVAL OF THE MINUTES: The minutes of the February 2, 2016 Health & Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None

COLONIAL HILLS FORCE MAIN REPLACEMENT: WWTP Superintendent Mahone reported that E.K. Services has completed the installation of the force main and the main has passed the hydrostatic pressure test. They have to complete the lining of the discharge manhole and the two downstream manholes and install the drop connection inside the discharge manhole then the line will be ready to put into service. After that they will complete final restoration and paving work as the weather permits.

MULLERTOWN STATION PROJECT: WWTP Superintendent Mahone reported that bids were opened on February 26, 2016 for the Mullertown Station project. Five bids were received for general construction contract and five bids were received for the electrical contract. The low bidder for the general construction contract was 4M Construction Services with a bid of \$355,302. The low bidder for the electrical contract was Pumping Solutions Inc (PSI), with a bid of \$35,600., bringing the total bid price to \$390,902. All bid documents were reviewed by GHD and they have worked with both contractors in the past. GHD sees no reason to not award the contracts to the apparent low bidders. Commissioner Brown asked if either contractor has done work for the Township before. Superintendent Mahone answered that PSI has done work for us several times in the past. The Committee recommended awarding the bid to the apparent low bidders.

ELIZABETH HERR CROP DAMAGE REQUEST: Manger Rodgers reported that video footage taken during the stake out in 2011 was reviewed and showed that crop damage was caused by the work being done by the Township. The aerial shots from 2012, 2013, and 2014 show that we used areas outside of the right-of-way. Manger Rodgers and Superintendent Mahone determined that there was crop damage caused by the Township during 2011 and 2012 and loss of usable land during 2013 and 2014,

worth an estimated total of \$6,715. The Committee recommended contacting Ms. Herr to discuss the offer of reimbursement.

537 PLAN: GHD has completed the collection of the data for the needs analysis to determine if there are areas within the Township other than Oak Hills and Hershey Heights that will require extensions to the sanitary collection system. The data did show a few areas where the well water testing indicated levels of total and fecal coliform higher than safe drinking water standards, but it didn't suggest any wide spread problem areas.

GHD is working to incorporate the new data into the 537 Plan and hopes to have a new draft to the Township for review by March 11, 2016. After the draft is final there will be a thirty day public comment period. GHD is planning on submitting the new plan to DEP before April 30, 2016. GHD has also requested what type of implementation schedule the Township would like to see in the plan concerning the Oak Hills/Hershey Heights sewer project. GHD does not recommend any longer than five years for implementation. Commissioner Felix recommended waiting until the plan is received on March 11. He also wants to make sure the citizens have as much time as possible to prepare for the installation. Commissioner Felix suggested we contact a developer and ask what they charge for sewer installation when building new homes to give an idea of what the cost may be per home. Commissioner Brown stated that, as a citizen in Penn Township, he would be in favor of paying whatever the rest of the Township had to pay for sewer service, but he would not want to pay for infrastructure or costs associated with running lines. Commissioner Klunk recalled discussions held in the late nineties concerning what the Township should be responsible for and believes it should be revisited.

Manager Rodgers reported that the residents may request water lines to be run while the street is torn up. She has contacted Manager Ford from Hanover Borough to discuss whether or not water can be run in this part of the Township. Manager Ford needed to see the preliminary design and it was given to her. In order to create a water district fifty plus one percent of the district have to request it. Once a petition is received and the signatures are verified the Township has to create a water district.

NEWSLETTER: WWTP Superintendent Mahone reported that the newsletter will be delivered on April 4, 2016 and all articles need to be submitted by March 11, 2016. Commissioner Brown asked if a list of violations and consequences could be included. He found that to be very effective in past newsletters.

ELECTRONICS RECYCLING: WWTP Superintendent Mahone reported that he spoke with Gregg Pearson from the York County Solid Waste Authority on February 25, 2016. He indicated the authority is in discussions with Eco Vanta on a new contract to collect E-Recycling. He wanted to know if the Township would still be interested in collecting e-waste if there were no longer any rebates. Superintendent Mahone told him that he felt the Township would be willing to do that as long as a trailer for the collection and storage of the material is provided. Mr. Pearson indicated he would try to negotiate a trailer for Penn Township into the contract. He felt he could have a finished document for review in two weeks and they could possibly restart the collection program in early

April. Commissioner Van de Castle asked if this information could be added to the newsletter. Superintendent Mahone will not hear from York County Solid Waste Authority in time to add it to this newsletter.

PLASTIC BAG RECYCLING: WWTP Superintendent Mahone reported that we were informed last week by the Adams County Rescue Mission that they can no longer collect our plastic bags for recycling. During 2015 an estimated nine tons of bags were collected by Penn Township. Superintendent Mahone contacted Staiman's and they can't collect the bags either because there is no market for them at this time. If we can't find another source we will either have to stop collecting them or throw them into the trash, which could be a problem because we average four large bags of plastic bags per day. The Committee recommended that we stop accepting them and instruct people to throw the bags in their trash.

OTHER MATTERS: None

CITIZENS QUESTIONS: None

The meeting was adjourned at 9:28 P.M.

Respectfully submitted,

Angela Hallett
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
APRIL 5, 2016

The Penn Township Health & Sanitation Committee convened on Tuesday, April 5, 2016 at 8:11 P.M. following the Public Works Committee meeting. Present were Chairman Van de Castle and Commissioners Brown, Felix, Heilman, and Klunk. Also present were Township Manager Rodgers, Engineer Bortner, WWTP Superintendent Mahone, Highway Foreman Mahan, Zoning Officer Swanner, Assistant to the Engineer Garrett, and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: None

APPROVAL OF THE MINUTES: The minutes of the March 1, 2016 Health & Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None

COLONIAL HILLS FORCE MAIN REPLACEMENT: WWTP Superintendent Mahone reported that we started to use the new force main on March 7, 2016. The new line didn't impact the operation of the existing pumps and the station is operating fine. EK Services has completed all of the Township road paving restoration and most of the grading and seeding. They will finish the state road paving restoration on Black Rock Road after the paving start date of April 15, 2016. After that the project will be complete.

MULLERTOWN PUMP STATION: WWTP Superintendent Mahone reported that GHD has received the bonds and insurance information from 4M and PSI. Everything appeared to be satisfactory so the notice to award, which contains the agreement and drawings for signature, were sent out April 5, 2016. When we get the agreements and drawing signatures the Notice to Proceed will be issued. The contractors have one hundred eighty days to substantially complete the project.

537 PLAN: WWTP Superintendent Mahone reported that the comment period for the Act 537 Plan will be over in mid-April. Superintendent Mahone contacted Hanover Borough to see if water could be supplied in the Oak Hills/Hershey Heights area. They indicated it would require a booster station and possible fire pump and storage tank. GHD has estimated the sanitary sewer system and station to cost \$3,500,000. There are approximately sixty properties involved in the project which averages the cost around \$58,000 per property owner. Discussion of funding will occur after the plan is approved.

E-RECYCLING: WWTP Superintendent Mahone reported that York County has signed a contract with Ecovana for E-waste recycling through 2016. They are working on a contract for 2017. Ecovana delivered a fifty-three foot trailer to our drop off center. We are going to begin accepting e-waste on April 6, 2016. We will only be allowed to accept material from York County and Mcsherrystown Borough residents. Businesses, institutions and organizations cannot bring their e-waste to Penn Township. We will direct them to Affordable Computers or a similar place. Affordable Computers will accept small electronic appliances for free but charge

for TV's and old computer monitors. They charge \$0.40 per pound for disposal. Commissioner Van de Castle asked if Giant was going to accept our trash bags and Superintendent Mahone said they will.

TRASH BAG BID: WWTP Superintendent Mahone reported that we currently have about 200,000 refuse bags which is a ten month supply. With the price of oil being low it would be a good idea to see what the price of trash bags would be if we went out to bid. Superintendent Mahone contacted our current supplier, All American Poly, and it was indicated that we could purchase bags now for a price of \$0.185 per bag. Last year we paid \$0.2032 per bag. That would be a savings of \$4,550 on 250,000 bags. The price would go down even more if we were to order 500,000 bags. If storage of the bags is an issue Hanover Terminal offered to store some for us as they have done in the past. We do have some empty trailers but one of them needs repaired. Superintendent Mahone asked if the Committee would like to proceed with bidding refuse bags. Commissioner Van de Castle asked if we would advertise the bid for 250,000 or 500,000. After discussion it was decided to offer both options on the bid as long as we have storage space.

HANOVER STORAGE: WWTP Superintendent Mahone reported that Hanover Storage is proposing to connect to the sewer. They brought a preliminary sketch plan with an eight inch line that will tie in to an existing manhole. They would need to get some right-of-ways from adjacent properties and bore in to one of our old manholes. From a planning perspective it doesn't really make sense to allow them to connect in to that existing manhole which is a higher elevation than the lowest manhole in the area. There is an eighteen inch line that was extended from the headworks during the plant upgrade. It would make sense to extend the eighteen inch line and put a manhole low enough to service the area in the future. Since Hanover Storage doesn't need the eighteen inch pipe we offered to provide the material if they are willing to install it. Superintendent Mahone asked if the Committee agrees with the Township purchasing the materials and having them install it. Commissioner Klunk asked how much the materials would cost and the total will be approximately \$11,500 for the pipe, \$6,000 for two manholes, and around \$1,200 for the stone. The materials wouldn't be purchased until the plan is approved and they are ready to move forward. The committee agreed to move forward with purchasing the materials when the time comes.

SHREDDING EVENT: WWTP Superintendent Mahone reminded everyone that the shredding event will be April 23, 2016 from 8:00 A.M. to 1:00 P.M.

The meeting was adjourned at 8:35 P.M.

Respectfully submitted,

Angela Hallett
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
MAY 3, 2016

The Penn Township Health & Sanitation committee convened on Tuesday, May 3, 2016 at 8:22 P.M. following the Public Works Committee meeting. Present were Chairman Van de Castle and Commissioners Brown, Felix, Heilman, and Klunk. Also present were Township Manager Rodgers, Engineer Bortner, WWTP Superintendent Mahone, Highway Foreman Mahan, Zoning Officer Swanner, Assistant to the Engineer Garrett, and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: None

APPROVAL OF THE MINUTES: The minutes of the April 5, 2016 Health & Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None

MULLERTOWN PUMP STATION PROJECT: WWTP Superintendent Mahone reported that the Notice to Proceed was sent to the contractor April 25, 2016. The pre-construction meeting between the contractor, the Township and GHD is scheduled for May 10, 2016 at 9:00 A.M. at the Waste Water Treatment Plant. On April 22, 2016 Superintendent Mahone placed an order with Cleveland Brothers for the purchase of the emergency generator for this project. Cleveland Brothers will hold the generator until the contractor is ready for placement.

ACT 537 PLAN: WWTP Superintendent Mahone reported that the submittal of the Act 537 Plan to DEP was delayed because the York County Planning Commission didn't get a chance to review the plan in April. The YCPC has the plan on their agenda for their May meeting. Once the comments are received from the County the plan will be resubmitted to DEP. DEP was fine with the delay and instructed the Township to wait for County comments.

SALE OF USED MIXING AUGER: WWTP Superintendent Mahone reported that the sludge mixing auger was replaced last year due to excessive wear on the trough and auger flights. The unit is nine years old but has lost its capacity to move enough bio solid if the flow into the centrifuge is increased. Superintendent Mahone requested to sell the auger on Municibid. The capacity is reduced but it still runs ok and someone may have a use for it. Commissioner Brown asked what the auger is worth. Superintendent Mahone said it cost \$28,000 to replace the auger but he's not sure what the used one is worth. Manager Rodgers explained that if it sells for more than \$1,000 a resolution is required so it's better to prepare on in case it sells for more. The Committee recommended approval.

STREAM BANK STABILIZATION: WWTP Superintendent Mahone reported that he, Engineer Bortner and Township Manager Rodgers met with representatives from Buchart Horn on April 18, 2016 to discuss the permitting needed to stabilize several different stream banks throughout the Township. There are areas along the stream bank at Center Street that are encroaching toward the new sewer line. There is also an area just off of Westminster Avenue at Homewood where the stream bank has moved right beside a

manhole. Buchart Horn has experience in these types of situations and has provided recommendations of what they feel would be the best way to stabilize the stream banks. The work would be completed by Township employees with Buchart Horn on site to direct the work crew on how to install the stream improvements. They will stay on site until Township crews are comfortable with the process. Buchart Horn's proposal for Oil Creek at Center Street would cost a total of \$10,082 and the bank on Plum Creek at Homewood would cost \$11,205. There is a lot of erosion taking place on private land in Homewood. There is a sewer line paralleling the stream running through Homewood property which could become an issue down the road if the stream continues to move. Commissioner Brown asked what it would cost to repair only the manhole and Superintendent Mahone said possibly \$5,000, but that's just a guess. If a barrier is constructed to protect the manhole, the water will be redirected elsewhere and can cause different problems. Commissioner Van de Castle asked if a meeting with Homewood would be a good idea. Manager Rodgers will schedule a meeting.

REFUSE BAG BID: WWTP Superintendent Mahone reported that the refuse bag bids were opened on April 28, 2016. There were four bids received. X-L Plastics Inc, Clifton, NJ, was the apparent low bidder with a bid price of \$16.94 per one hundred bags for two hundred fifty thousand bags and \$16.89 for five hundred thousand bags. The sample bag submitted is almost identical to the current bags. Based on last year's bid price the savings would be \$8,450 for option one and \$16,900 for option two. Commissioner Van de Castle confirmed that the Township can store five hundred thousand bags. Commissioner Brown asked how long half a million bags will last and Superintendent Mahone said a little over two years. The Committee recommended approval for five hundred thousand bags.

SHREDDING EVENT: WWTP Superintendent Mahone reported that the shredding event on April 23, 2016 was a success. There were four hundred ninety-five cars dropping off a total of eleven thousand seven hundred eighty pounds of material.

COLONIAL HILLS RIGHT OF WAY: WWTP Superintendent Mahone reported that there is an area in Colonial Hills where the right-of-way has several trees in it and the clay pipe sewer line is full of roots. Superintendent Mahone would like to clear the right-of-way and replace the clay pipe with plastic pipe to take care of the root and infiltration problem. After discussion the Committee approved the work and told Superintendent Mahone to notify the property owners by letter.

CITIZEN'S COMMENTS: None

The meeting was adjourned at 8:51 P.M.

Respectfully submitted,

Angela M. Hallett
Township Secretary

MINUTES
HEALTH & SANITATION
JUNE 7, 2016

The Penn Township Health & Sanitation Committee convened on Tuesday, June 7, 2016 at 8:15 P.M. following the Public Works Committee meeting. Present were Chairman Van de Castle and Commissioners Brown, Felix, Heilman, and Klunk. Also present were Township Manager Rodgers, Engineer Bortner, WWTP Superintendent Mahone, Assistant to the Engineer Garrett, and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the May 3, 2016 Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

MULLERTOWN PUMP STATION PROJECT: WWTP Superintendent Mahone reported that the tree removal at the site has been completed. Med-Ed has completed the upgrade of the electrical transformers and service wiring for the new station. GHD and staff continue to review shop drawings for the project. 4M Construction has been on site to do a site layout.

537 PLAN: WWTP Superintendent Mahone reported that York County Planning Commission comments were received for the 537 plan. GHD is incorporating the comments in to the plan and will submit the plan to DEP this week.

HOMEWOOD MEETING ON STREAM BANK RESTORATION: WWTP Superintendent Mahone reported that he, Manager Rodgers, and Engineer Bortner met with Homewood on May 16, 2016 to explain the need to stabilize the streambank in the vicinity of our manhole and how that might impact the downstream bank at their street bridge. They indicated willingness to participate in the project to stabilize the streambank from our manhole to fifty feet downstream of their street bridge. Superintendent Mahone made contact with Aquatic Resource Restoration Company (AARC) and they are reviewing the file and will be preparing a proposal.

BERWICK TOWNSHIP MEETING: WWTP Superintendent Mahone reported that he and Manager Rodgers met with Mr. Danner of Berwick Township on June 2, 2016 to see if Berwick Township would be interested in utilizing the pumping station proposed for the Oak Hills area for their Villa Vista area. Mr. Danner indicated that Berwick Township had built capacity in to their treatment plant for the Villa Vista area when the need comes to provide public sewer; however, they wouldn't have an issue if the three to four properties in Oak Hills that are in Berwick Township connect to the Penn Township system if the residents want to. Berwick will contact these properties to see if they would be interested.

OTHER MATTERS: None

CITIZEN'S COMMENTS: None

The meeting was adjourned at 8:27 P.M.

Respectfully submitted,

Angela M. Hallett
Township Secretary

MINUTES
HEALTH & SANITATION
JULY 5, 2016

The Penn Township Health & Sanitation Committee convened on Tuesday, July 5, 2016 at 8:31 P.M. following the Public Works Committee meeting. Present were Chairman Van de Castle and Commissioners Brown, Felix, Heilman, and Klunk. Also present were Township Manager Rodgers, Engineer Bortner, Assistant to the Engineer Garrett, and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: Commissioner Van de Castle announced an executive session will be held following the Health & Sanitation meeting this evening.

APPROVAL OF THE MINUTES: The minutes of the June 7, 2016 Health & Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None

MULLERTOWN PUMP STATION PROJECT: Manager Rodgers reported that GHD and staff continue to review shop drawings for the project. 4M Construction has completed the excavation for the wet well. The wet well is expected to be delivered and installed this week.

NPDES PERMIT Manger Rodgers reported that on June 14, 2016 the Township received a draft response to comments submitted by GHD in August of 2015 concerning the proposed NPDES discharge permit for the waste water treatment plant. Staff and GHD have reviewed the comments and are preparing a response. There are still a few points to argue concerning sampling frequencies for copper and the requirement to sample for free cyanide and BEHP. One thing the Township will be required to do is to eliminate the use of chlorine. An ultra violet disinfection system will have to be constructed and working within three years of the issuance of the new permit. Manger Rodgers explained that chlorine is towards the end of the process and this means there is too much chlorine going in to the creek.

OAK HILLS DESIGN: Manager Rodgers reported that there is a meeting with GHD on Thursday to discuss the design for Oak Hills.

CITIZEN'S COMMENTS: None

The meeting was adjourned at 8:34 P.M.

Respectfully submitted,

Angela M. Hallett
Township Secretary

MINUTES
HEALTH & SANITATION
AUGUST 2, 2016

The Penn Township Health & Sanitation Committee convened on Tuesday, August 2, 2016 at 7:39 P.M. following the Public Works Committee meeting. Present were Chairman Van de Castle and Commissioners Brown, Felix, and Klunk. Commissioner Heilman was absent with notice. Also present were Township Manager Rodgers, Engineer Bortner, WWTP Superintendent Mahone, and Highway Foreman Mahan. The following items were discussed:

ANNOUNCEMENTS: None

APPROVAL OF THE MINUTES: The minutes of the July 5, 2016 Health & Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Chad Miller, 680 Beck Mill Road, told the Board of Commissioners that he has water running through his property. He has been speaking to Township Manager Rodgers about this. He said it has been happening on and off and recently noticed the water has a strong smell. After doing some research it appears to be septic water. Commissioner Van de Castle asked WWTP Superintendent Mahone if he went to inspect the problem. Superintendent Mahone said Doug Stambaugh, the Sewage Enforcement Officer visited the area and indicated that it appears to be wash water that is being pumped from 664 Beck Mill Road. He also indicated that 660 Beck Mill might have the same issue occurring. Superintendent Mahone instructed the SEO to investigate the disposal system at 660 Beck Mill Road to see if there is a similar issue. Once we determine if this problem is at one or both of the properties we will inform the property owner(s) of the violations and request a plan on how they will correct the violation. The properties could install a grinder pump station and forcemain and discharge into a manhole located about three hundred fifty feet away.

Jessica Miller asked if gray water should smell bad and Superintendent Mahone explained that it can. Mr. Miller said the water is creating safety issues in the winter when it freezes and Manager Rodgers confirmed that the Highway Crew has had to break up ice during the winter months. Mrs. Miller asked how long it will take to correct the problem and Commissioner Klunk said we will move as fast as legally possible.

MULLERTOWN STATION PROJECT: WWTP Superintendent Mahone reported the skid mounted station and enclosure was released for fabrication on July 14, 2016. The contractor, 4M Construction, has installed the station wet well and the manholes for the flow meter and grinder. They will be pouring the footers for the building pad at the end of the week.

NPDES PERMIT: WWTP Superintendent Mahone reported that a second round of comments on the proposed permit were submitted to the DEP on July 11, 2016. The original permit writer was transferred to another region so a different person will be reviewing the comments. Manager Rodgers said she and Superintendent Mahone met with a vendor last week to look at using UV lights instead of chlorination. The vendor explained their process and will put together a proposal.

OAK HILLS & HERSHEY HEIGHTS DESIGN PROPOSALS: WWTP Superintendent Mahone reported that there are two proposals from GHD for consideration. The Oak Hills and Hershey Heights proposal is for \$142,000. The estimated cost per the Act 537 plan was

\$3,500,000 and this proposal is about 4% which is a good amount for the design. The 2016 budget has \$150,000 budgeted for design. Commissioner Brown asked if this has to be done. Manager Rodgers said the Act 537 plan was denied because this hadn't been added so it is now being required.

The estimate to eliminate the Industrial Park Pumping Station is \$54,000. If this is 4% of the estimate, the estimated project total would be \$1,250,000. The Board recommended moving forward.

STREAMBANK RESTORATION DESIGN PROPOSALS: WWTP Superintendent Mahone reported that a proposal for the streambank stabilization was received from AARC. The proposal for Homewood was \$8,867.50 from Aquatic Resource Restoration Company (ARRC) and \$11,205 from Bucharthorn. The proposal for Center Street was \$4,060 from ARRC and \$10,082 from Bucharthorn. Superintendent Mahone explained what each project entails. The work will be completed by the Penn Township Public Works department with supervision by the design firm. Commissioner Van de Castle asked if Homewood gave permission to access their property. Superintendent Mahone said they have discussed it in the past and we are looking in to sharing the repair expense with them. The Board recommended accepting the ARRC proposals.

NEWSLETTER: WWTP Superintendent Mahone reported that the Township Newsletter is scheduled to be delivered September 26, 2016. He will need all articles submitted by August 25, 2016. Commissioner Klunk asked if the newsletter has addressed skateboarding recently and it has not. Manager Rodgers asked if curfew could be addressed in the newsletter and Commissioner Klunk agreed that it should be.

SHREDDING EVENT: WWTP Superintendent reported that the shredding company can do a shredding event for Penn Township on October 22, 2016 from 8 A.M. to 1 P.M.

CHRISTMAS WRAP COLLECTION: WWTP Superintendent Mahone reported that the Christmas wrap collection is scheduled for December 27, 28 and 29, 2016. Commissioner Van de Castle asked if this will be in the newsletter and it will.

LIQUID FUELS AUDIT: Township Manager Rodgers reported that there will be a possible finding on the liquid fuels audit for not using an interest-bearing account.

CITIZEN'S COMMENTS: None

The meeting was adjourned at 8:14 P.M.

Respectfully submitted,

Kristina J. Rodgers
Township Manager

MINUTES
HEALTH & SANITATION
SEPTEMBER 6, 2016

The Penn Township Health & Sanitation Committee convened on Tuesday, September 6, 2016 at 8:55 P.M. following the Public Works Committee meeting. Present were Chairman Van de Castle and Commissioners Brown, Felix, and Heilman. Commissioner Klunk was absent with notice. Also present were Township Manager Rodgers, Police Lieutenant Hettinger, Fire Chief Cromer, Engineer Bortner, WWTP Superintendent Mahone, Assistant to the Engineer Garrett, and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: Commissioner Van de Castle announced that an executive session to discuss personnel and possible land acquisition will be held following this meeting.

APPROVAL OF THE MINUTES: The minutes of the August 2, 2016 Health & Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Jody Magara, 557.5 McAllister Street, commented that the police department has done a good job disposing of needles found on the streets.

MULLERTOWN PUMP STATION PROJECT: WWTP Superintendent Mahone reported that both contractors have completed as much work as they can at the site until the pumping station skid and enclosure are delivered. The equipment is scheduled to be delivered the last week of October. Commissioner Van de Castle asked when it's projected to be completed and Superintendent Mahone said by Thanksgiving.

TRASH BAG CONTRACT: WWTP Superintendent Mahone reported that the first load of bags from X-L Plastics was delivered August 23, 2016. Based on inspection of the bags the color doesn't meet the specifications of the contract. When the load was delivered he inspected one box from each skid to examine and count the bags. There were twenty-four skids delivered so twenty-four boxes were examined. Of the examined boxes only seven had one hundred bags. The average number was ninety-eight bags per case. Based on his inspection the entire load was rejected. X-L Plastics has apologized for the errors and indicated they would be overseeing further production to ensure future loads meet specifications. Superintendent Mahone has not been given a schedule for the next delivery. The Township has a six month supply of bags on hand.

NEWSLETTER: WWTP Superintendent Mahone reported he gave final approval for the Newsletter at 4:00 P.M. today and it will go to print. It's slated to be delivered in the Merchandiser on September 26, 2016. Commissioner Van de Castle asked how many Newsletters are printed and Superintendent Mahone said seven thousand. He said they are delivered with the Merchandiser and those who do not receive the

Merchandise get one delivered in a plastic sleeve. They are also available at the municipal building front desk.

The meeting was adjourned at 9:01 P.M.

Respectfully submitted,

Angela M. Hallett

MINUTES
HEALTH & SANITATION
OCTOBER 4, 2016

The Penn Township Health & Sanitation Committee convened on Tuesday, October 4, 2016 at 8:36 P.M. following the Public Works Committee meeting. Present were Chairman Van de Castle and Commissioners Brown, Felix, Heilman, and Klunk. Also present were Township Manager Rodgers, Engineer Bortner, WWTP Superintendent Mahone, Highway Foreman Mahan, Assistant to the Engineer Garrett, and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: None

APPROVAL OF THE MINUTES: The minutes of the September 6, 2016 Health & Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

MULLERTOWN CONTRACT EXTENSION: WWTP Superintendent Mahone reported that due to a delay in delivery of the pumping station and enclosure by Gorman Rupp. 4-M Construction is requesting a sixty day time extension to get the project to substantial completion. The original date for substantial completion was October 22, 2016 and the new date would be December 21, 2016. The station is scheduled to be shipped on October 24, 2016. 4-M has indicated it is their intention to complete the project as soon as the equipment is delivered.

BARNHART DRIVE SEWER LINE: WWTP Superintendent Mahone reported he has met with GHD to discuss possible routes for the proposed line that will eliminate the Industrial Park Pumping Station. More survey data and wetlands information needs to be collected to determine the best route.

Superintendent Mahone met with Mr. Bair about acquiring an easement for the line. Mr. Bair's initial concern was for his spring-fed water supply to the property and the placement of the manholes in the corn field. Mr. Bair's initial request for compensation for the easement was to provide him with a well water supply and \$70,000. Superintendent Mahone is trying to determine what a reasonable amount of compensation would be for acquiring the easement. Commissioner Heilman asked if we can find out what the gas company gave him for their easement and Manager Rodgers will look in to that.

664 BECK MILL ROAD: WWTP Superintendent Mahone reported in August there was a complaint of possible sewage being discharged into the gutter at 664 Beck Mill Road. The sewage Enforcement Officer, Doug Stambaugh, investigated the complaint and discovered that grey water was being discharged from 664 Beck Mill Road. Mr. Stambaugh also inspected the plumbing of the property at 660 Beck Mill Road and found no evidence of sanitary waste coming from that location. Commissioner Brown asked if gray water is sewage. Superintendent Mahone explained that gray water would

come from a sink, but it is still considered sanitary waste water because it all needs to go through the same disposal system.

The Gladfelters who live at 664 Beck Mill Road have indicated they will be installing a holding tank to collect all the sanitary waste water generated on the property. Commissioner Van de Castle asked if this will resolve the problem with ice on the roadway. Superintendent Mahone said it will lessen the amount of water running onto the road. The gutter has been cut back in to the roadway which should also help.

TRASH BAG CONTRACT: WWTP Superintendent Mahone reported that over the past month X-L Plastics went through the rejected load of bags and removed the cases of bags that weren't the correct color. They then sent samples of the bags they felt were acceptable. Manager Rodgers and Superintendent Mahone went through the samples and rejected four. Twenty-three of the samples were approved. X-L Plastics has since delivered twenty-three pallets of bags. Twenty-three cases of bags were counted from the twenty-three skids and the average count was 98.6 bags per case. X-L Plastics will deliver an extra thirty-two cases of bags with the next delivery, free of charge.

BUDGET REVIEW: Commissioner Brown said the budget will be discussed at the October 31, 2016 Finance Committee meeting.

CITIZEN'S COMMENTS: None.

The meeting was adjourned at 8:51 P.M.

Respectfully submitted,

Angela M. Hallett
Township Secretary

MINUTES
HEALTH & SANITATION
NOVEMBER 1, 2016

The Penn Township Health & Sanitation Committee convened on Tuesday, November 1, 2016 at 7:44 P.M. following the Public Works Committee meeting. Present were Chairman Van de Castle and Commissioners Brown, Felix, Heilman and Klunk. Also present were Township Manager Rodgers, Engineer Bortner, WWTP Superintendent Mahone, Highway Foreman Mahan, Assistant to the Engineer Garrett, and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: None

APPROVAL OF THE MINUTES: The minutes of the October 4, 2016 Health & Sanitation meeting were approved as submitted.

MULLERTOWN PUMPING STATION WWTP Superintendent Mahone reported the station and enclosure were delivered on October 26, 2016. 4M Construction is completing the connections to piping and the installation of the grinder. PSI has installed the new electrical service and is awaiting inspection. The emergency generator is scheduled to be delivered November 2, 2016. Superintendent Mahone anticipates startup prior to the end of November.

BARNHART DRIVE SEWER LINE: WWTP Superintendent Mahone reported the wetlands delineation has been completed and it appears we could go across Township property from the Bair property to get to the treatment plant. The next step is to locate the transmission gas line that we would have to cross to see if there is a conflict in elevations. The plans require a minimum of three foot cover. Superintendent Mahone contacted the gentleman who did the digging for the gas company and he said they had four to five feet of cover going through the field. That's around the elevation the sewer line will be going in and the gas company would like two feet of separation between the gas and sewer lines. Before going any further Superintendent Mahone will do a PA One Call. They plan to do a vacuum excavation if the Vac Truck will fit. If there is an elevation conflict there are two options; relocate the gas line or relocate the sewer line up Karen Lane. Commissioner Van de Castle asked if this will cause a big delay. Superintendent Mahone said it won't cause a delay but will add to the cost of the project.

ACT 537 PLAN: WWTP Superintendent Mahone reported we received a letter from DEP dated October 11, 2016 which stated the submitted 537 Plan application has significant technical deficiencies. The DEP would like to see a breakdown of the proposed project cost and layout for the upgrade to Codorus Pumping Station and the abandonment of Nottingham, Lark Avenue, Grandview Acres and the Industrial Park pumping stations. This will occur as development occurs and we have no way of knowing what the cost will be because the projects aren't even designed yet.

DEP would also like additional drinking/well water sampling conducted at on-lot disposal properties. They would like testing to encompass at least 15% of the on-lot systems that are scattered throughout the Township. We did the majority of our sampling in clustered areas where we could provide public sewer if needed. It didn't make sense for us to do sampling in areas that we won't be installing sewer. They would like to see the Black Rock Road/Penn Circle/Waterfront Drive area to be designated as a future sewer service area. In the original application we presented that there are no problems with on-lot systems out there and it's being managed with the on-lot system management plan. These properties have existing public water. DEP would like to, at least, see in writing that this could be a future sewer area.

GHD has commented by email to DEP on the deficiencies. DEP is reviewing those comments and has indicated they will advise us soon on their position.

NUTRIENT CREDITS: WWTP Superintendent Mahone reported we have generated two thousand two hundred twenty-three pounds of nitrogen credits and three hundred fifty-nine pounds of phosphorus credits during the 2015-2016 water year. These credits have been registered and verified by DEP. They can now be sold to other treatment facilities that need credits to meet their discharge requirements. Superintendent Mahone has been in contact with Hanover Foods to see if they need credits. Manager Rodgers asked what the going rate is for nutrient credits. Superintendent Mahone said it will be different this year. In the past we could take credit for all the treatments plant's capacity. There is a cap based off of the 4.2 MGD capacity of the plant and we only run at 2 MGD's, so we were banking a lot of credits. The DEP didn't think that was right so they no longer allow you to use credits for the additional flow you're permitted for but not using. Typically we'd have thirty thousand pounds of nitrogen. This cuts short the amount of credits available on the market so the demand will go up. In the past we might receive \$0.99 per credit but it may go up to a couple of dollars a pound. Commissioner Van de Castle asked if there's a limit on how much they can sell for. Superintendent Mahone said there's not because it's an open auction.

SHREDDING EVENT: WWTP Superintendent Mahone reported that there were one hundred eighty-seven cars at the shredding event with twelve thousand pounds of materials. This is based off an estimated weight per bin. In the future they will weigh the bins in and out to get a more accurate weight.

BAG PRICING: Commissioner Klunk asked about bag pricing. Superintendent Mahone said he gave the Committee three different prices to consider; \$3.50, \$3.75 and \$4.00. Commissioner Klunk said we're breaking even right now but will begin to lose money in 2017. If we raise it to \$4.00 right now we can go a longer period before raising the price again. Raising the cost to \$3.75 only keeps us out of the red for one year. Superintendent Mahone said the funds from recycling grants are no longer being predicated for recycling, they are going into the general fund. We have to increase the general fund either through a tax increase or an increase in bag price. Manager Rodgers said raising the bag price will reduce the tax increase. Commissioner Klunk said we've never had to subsidize refuse from tax revenue and he doesn't want to start doing it now. Commissioner Felix said \$4.00 a bag is still lower than surrounding

municipalities. The Committee discussed raising bag prices now or waiting until January. The Committee recommended increasing the bag price to \$4.00 beginning in January, 2017.

OTHER MATTERS: Commissioner Brown asked why recycling bins are sold at the municipal building instead of the recycling center. Superintendent Mahone said it's because of the money handling.

Commissioner Van de Castle asked how the credit cards are working out. Manager Rodgers said it's going well and we had around seventy credit card payments in October.

The meeting was adjourned at 8:13 P.M.

Respectfully submitted,

Angela M. Hallett
Township Secretary

MINUTES
HEALTH & SANITATION
DECEMBER 6, 2016

The Penn Township Health & Sanitation Committee convened on Tuesday, December 6, 2016 at 7:43 P.M. following the Public Works Committee meeting. Present were Chairman Van de Castle and Commissioners Brown, Felix, Heilman, and Klunk. Also present were Township Manager Rodgers, Township Engineer Bortner, WWTP Superintendent Mahone, Assistant to the Engineer Garrett, Highway Foreman Mahan, and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the November 1, 2016 Health & Sanitation Committee meeting were approved as submitted.

MULLERTOWN PUMPING STATION: WWTP Superintendent Mahone reported the electrical service was energized at the pumping station on December 1, 2016. The contractor has scheduled the startup and testing of the station by Gorman Rupp for December 8, 2016. The startup of the emergency generator is scheduled for December 12, 2016. The general contractor plans on installing the tie-in manhole that will place the station in service sometime the week of December 12, 2016. The restoration and paving will likely not be completed until the spring.

BARNHART DRIVE SEWER LINE: WWTP Superintendent Mahone reported two test pits were excavated on the Bair Farm to establish the elevation of the existing transmission gas line. The location of where the line crosses under the gas line will have to be adjusted to satisfy the two foot minimum clearance requirement. Superintendent Mahone and Manager Rodgers will meet with DEP on December 8, 2016 for a pre-application meeting for the layout of the proposed line. Once the location of the line has been determined we can approach the property owner to acquire an easement.

ACT 537 PLAN: WWTP Superintendent Mahone reported the Act 537 Plan has been approved. We will be implementing the on-lot sewage management plan within the next three months. The plan will require on-lot septic systems to be pumped every four years. Commissioner Heilman asked how often surrounding municipalities require pumping. Superintendent Mahone believes it's similar. The minimum is three years and the maximum is five years.

The Act 537 Plan also requires the Township to extend public sewer to the Oak Hills, Hershey Heights and Broadway areas of the Township within five years of the plan approval date of December 2, 2016. The Committee discussed notifying the residents of what is coming.

NUTRIENT CREDITS: WWTP Superintendent Mahone reported he was able to sell all of the nitrogen and phosphorus credits that were generated during the 2016 water

year. We sold two thousand two hundred twenty-three nitrogen credits to Capital Region water for \$1.50 per credit for a total of \$3,334.50. We sold three hundred fifty-nine phosphorus credits to Chambursburg Borough for \$3.00 per credit for a total of \$1,077.

CITIZEN'S COMMENTS: Commissioner Heilman noted there is a gentleman in the audience who is new to Penn Township and wanted to attend some meetings to find out more about the area. Mr. Todd Kline introduced himself and was welcomed by the Committee.

The meeting was adjourned at 7:55 P.M.

Respectfully submitted,

Angela M. Hallett
Township Secretary