

MINUTES  
HEALTH & SANITATION COMMITTEE  
JANUARY 2, 2018

The Penn Township Health & Sanitation Committee convened on Tuesday, January 2, 2018 at 7:54 p.m. following the Finance Committee meeting. Present were Chairman Heiland and Commissioners Brown, Felix, Klunk, and Van de Castle. Also present were Township Manager Rodgers and Township Engineer Bortner. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the December 5, 2017 Health & Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

OTHER MATTERS: Manager Rodgers reported Attorney Mullin called and said West Manheim Township will attend a meeting in January. Engineer Bortner said he was contacted by Jeremy Ault from West Manheim and asked if there would be any interest in helping them maintain their sewer system. Engineer Bortner told him they may be able to work out something where both municipalities help each other out but he wasn't sure if that was possible.

Manager Rodgers reported Hanover Foods has not sent a letter outlining the overcharges on their sewer bill yet. They have also not indicated whether they plan to attend a public meeting to discuss their concerns.

CITIZEN'S QUESTIONS: None.

The meeting was adjourned at 8:02 p.m.

Respectfully submitted,

Kristina J. Rodgers  
Township Manager

MINUTES  
HEALTH & SANITATION COMMITTEE  
FEBRUARY 6, 2018

The Penn Township Health & Sanitation Committee convened on Tuesday, February 6, 2018 at 7:46 p.m. following the Finance Committee meeting. Present were Chairman Heiland and Commissioners Brown, Felix, Klunk, and Van de Castle. Also present were Township Manager Rodgers, WWTP Superintendent Mahone and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the January 2, 2018 Health & Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

HANOVER FOODS INC.: Commissioner Heiland noted that there was no representative present from Hanover Foods. Commissioner Felix said to put them on the agenda each month so they have the opportunity to come.

WWTP Superintendent Mahone reported that he's provided over sixteen hundred pages of documents to the Township Manager to comply with the right-to-know request from Hanover Foods. They included lab results, testing procedures, permits, surcharge billing sheets, minutes, correspondence, and ordinances.

BARNHART DRIVE SEWER LINE PROJECT: WWTP Superintendent Mahone reported on the Barnhart Drive sewer line project. He said the modification to the plan that eliminated the need to obtain an easement from Hanover Foods Corporation has been completed. The additional easement across the Bair property needed to make that modification has been secured and recorded. The occupancy license agreement from York Railway Company and the easement agreement from Penntown Properties have been received. The only remaining easement needed is from ESAB. It appears that the plant manager and engineer are prepared to sign the agreement but the corporate office hasn't responded yet.

ULTRAVIOLET DISINFECTION SYSTEM PRE-BID SELECTION: WWTP Superintendent Mahone gave an update on the ultraviolet disinfection system pre-bid selection. He said pre-bid selections were opened by GHD on January 19, 2018. Bids were received from Xylem/Wedeco and Trojan UV Technologies. The bids were evaluated on initial capital cost and operation and maintenance cost analysis over a twenty year life span. The low bidder of these combined costs was Xylem/Wedeco with a bid of \$486,629.51. We received a letter of recommendation from GHD. The initial capital cost would be \$281,800. This will be the guaranteed equipment cost to the successful general contractor that makes the plant modifications and installs the equipment. Superintendent Mahone said he's comfortable with the Wedeco equipment. After discussion the Committee recommended awarding the bid to Xylem/Wedeco.

SHREDDING EVENT: WWTP Superintendent Mahone reported that the shredding event will be held on April 28, 2018 from 8 a.m. to 1 p.m. It had to be changed from April 21<sup>st</sup> because the vendor wasn't available that day. The shredding event will be for Township residents only.

NEWSLETTER: WWTP Superintendent Mahone said the newsletter is scheduled for delivery on April 4, 2018. Articles need to be submitted by March 6, 2018.

TRAILERS: WWTP Superintendent Mahone reported that some of the trailers we store trash bags in are still leaking slightly and are coming due for inspection. An option to eliminate some or all of the trailers would be to purchase pallet racking to store the bags in the public works building. Superintendent Mahone has met with Engineer Bortner and come up with a plan that will allow this if the correct size racking can be found. He's working with DISCO to see if they can find used racking. He needs twelve foot wide shelves to accommodate the available space. If shelves are found on the used market they may need to be purchased quickly. Commissioner Brown asked if they needed to be bid. Manager Rodgers said they should be below the threshold.

Commissioner Felix asked if there is enough space in the recycling center. Superintendent Mahone said there is just enough space for what they're doing now. Commissioner Felix asked if we're at a point where we need to consider expanding the building. Superintendent Mahone said he and Engineer Bortner have both thought about putting up a pole building, but there is a lot of overhead space available in the public works building that it would be nice to use. Commissioner Felix said it's something to consider in the future. The Committee recommended the racking be purchased as long as the cost is below the bid threshold.

OTHER MATTERS: Township Manager Rodgers told the Board that Smith Elliot Kerns will be here Monday for the audit. Tuesday is local government day and she will be at Hanover Borough with Leadership Hanover in the morning. That afternoon Highway Foreman Mahan will be giving the group a tour of the public works facility and Fire Chief Clouser will give a tour of the fire station.

The meeting was adjourned at 8:14 p.m.

Respectfully submitted,

Angela M. Hallett  
Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
MARCH 6, 2018

The Penn Township Health & Sanitation Committee convened on Tuesday, March 6, 2018 at 7:20 p.m. following the Finance Committee meeting. Present were Chairman Heiland and Commissioners Brown, Felix, Klunk, and Van de Castle. Also present were Township Manager Rodgers, WWTP Superintendent Mahone and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the February 6, 2018 Health & Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

HANOVER FOODS CORPORATION: Commissioner Heiland noted that there were no representatives present from Hanover Foods Corporation. Superintendent Mahone said all of the right-to-know information they requested has been delivered.

BARNHART DRIVE SEWER LINE PROJECT: Superintendent Mahone reported on the Barnhart Drive sewer line project. ESAB responded to our easement agreement request on February 22, 2018. They made a few changes to the wording on the agreement. Attorney Mullin and Township Staff reviewed and approved the changes. ESAB was notified and instructed to prepare the documents and send the Township two executed copies.

ULTRAVIOLET DISINFECTION SYSTEM: Superintendent Mahone reported on the ultraviolet disinfection system. He said the notice to award was sent to Xylem/Wedeco on February 23, 2018. GHD has since received preliminary drawings so they can move forward with design drawings for the permitting process with DEP. Xylem/Wedeco is putting together the contract documents and bond information. We are planning on submitting the Part II application to DEP by the end of April.

REPLACEMENT VEHICLE FOR BIOSOLIDS DUMP TRUCK: Superintendent Mahone reported that a replacement for the biosolids dump truck is needed. The current dump truck used to haul biosolids from the sludge building to the storage pad is in very bad shape. We have the opportunity to purchase a replacement dump truck from Manheim Township. It is a 1991 International that has been very well maintained. The asking price is \$6,000 and Superintendent Mahone recommended purchasing it. The old 1981 truck could be sold on Municibid. The Committee recommended approving the purchase of a dump truck from Manheim Township.

TRASH BAG BIDS: Superintendent Mahone reported that the Township currently has 237,300 trash bags in stock, which is about a one year supply. We didn't budget the

purchase of bags in 2018 but Superintendent Mahone asked if the Committee would like to evaluate the current cost of bags. The Committee recommended proceeding with a bid to see what prices are available.

Commissioner Brown said the gentleman who collects recyclables in his area did a great job during the windy weather. He ran around collecting the cans and bottles that blew out of the bins. Superintendent Mahone said he'd pass that information along.

Commissioner Felix asked if different bag ties could be used with a new trash bag bid. Superintendent Mahone said the current bag ties met the bid specifications but he has updated the bid specifications to include a higher quality bag tie in future bids.

PALLET RACKING AND TRAILERS: Superintendent Mahone reported that he purchased and installed pallet racking in the Public Works building, as discussed at the February 6, 2018 Health & Sanitation Committee meeting. All of the trash bag stock has been moved inside the building. There are now four trailers that are empty and one that Staimans is using for magazines. The unused trailers could be sold. Superintendent Mahone said he asked Engineer Bortner if Public Works could use the trailers and he said no. The Committee recommended selling the trailers.

NEWSLETTER: Superintendent Mahone reported that the Township newsletter is almost ready to be printed and will be delivered with the Merchandiser in April.

SHREDDING EVENT: Superintendent Mahone reported that the shredding event will be held on April 28, 2018.

COLUMBIA GAS CROSS BORE PROGRAM: Superintendent Mahone reported that Columbia Gas is going all across state looking at where they have installed main line and service lines using boring machines. Over the years they installed these lines and may have gone right through a sewer line and not known it. Where they suspect there might be a conflict with a sanitary sewer line or a storm sewer line they will hire a contractor to televise the systems to see if there are any cross bores that penetrated through the sewer lines or laterals. Columbia Gas is starting that process in our area. We have given them our sewer and storm system layouts from the GIS program. They will overlay that data onto their gas line mapping to determine areas of potential conflict. They plan on being here televising lines by mid-June or before. Columbia Gas has the list of 2018 paving projects so conflicts can be avoided. Commissioner Felix asked if we will be notified if a line was punctured and Superintendent Mahone said we will. When finished they will share all of the data collected on our sewer system with the Township at no charge. Commissioner Brown asked what impact this will have on homeowners if there is a punctured lateral. Superintendent Mahone said Columbia Gas will take full responsibility and work on any repairs.

Columbia Gas would like to educate homeowners and plumbers about calling 811 before cutting anything. There could be a slight inconvenience if a plumber has to wait on the gas company to come out but it would be worth it to possibly save a home. If someone were to assume a tree root had grown through the line and start cutting, it could cause serious damage if they are actually cutting a gas line.

ACT 902 GRANT: Superintendent Mahone reported he received notification that the Act 902 grant program for recycling has been opened. This will allow us to apply for the balance of the funds we used to build the recycling center. We received \$249,000 during the last grant session. The limit for this session is \$350,000. Superintendent Mahone plans to apply for funds to cover the cost of recycling bins, bag racking, a leaf vac truck and another grapple for the excavator. There is a pre-application meeting on March 21, 2018 and the application is due by April 7, 2018.

CITIZEN'S COMMENTS: None.

The meeting was adjourned at 7:51 p.m.

Respectfully submitted,

Angela M. Hallett  
Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
APRIL 3, 2018

The Penn Township Health & Sanitation Committee convened on Tuesday, April 3, 2018 at 7:20 p.m. following the Finance Committee meeting. Present were Chairman Heiland and Commissioners Brown, Felix, and Van de Castle. Also present were Township Manager Rodgers, WWTP Superintendent Mahone and Township Secretary Hallett. Commissioner Klunk was absent with notice. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the March 6, 2018 Health & Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

HANOVER FOODS CORPORATION: Manager Rodgers reported that Hanover Foods Corporation wanted some clarification on how we handle our samples. They wanted to know who at the sewer plant tested Hanover Foods wastewater. Commissioner Heiland noted there were no representatives from Hanover Foods Corporation present at the meeting.

BARNHART DRIVE SEWER LINE PROJECT: WWTP Superintendent Mahone reported on the Barnhart Drive Sewer Line Project. The design plans and specifications have been finalized. The project will be uploaded to Penn Bid on April 6, 2018. We will be holding a pre-bid meeting on April 27, 2018 at 9:00 a.m. in the Public Works building. Bids are scheduled to be opened on May 10, 2018 at 11:00 a.m. The bids will be reviewed by Township Staff and GHD. A recommendation of award will be presented to the Board of Commissioners before the May Board meeting. The Board could award the project at the May meeting, if they so desire.

Superintendent Mahone said Alexander Well Drilling finished drilling the well on the Bair farm. They drilled to a depth of four hundred twenty-five feet and the well is yielding eight gallons per minute. The well pump, piping and electric still need to be installed.

ULTRAVIOLET DISINFECTION SYSTEM: WWTP Superintendent Mahone reported on the ultraviolet disinfection system. GHD submitted the third quarterly progress report to DEP as required by the NPDES permit. They are still working on the design layout and the WQM Part II permit submission.

902 RECYCLING GRANT APPLICATION: WWTP Superintendent Mahone reported on the 902 Recycling Grant application. He met with the South Central Regional Recycling Coordinator on March 23, 2018 to review the grant application. To be eligible for the grant funds we must amend our recycling ordinance to require recycling at

community activities that are attended by two hundred or more people per day. After discussion the Committee recommended amending the ordinance.

On April 2, 2018 Superintendent Mahone submitted a grant application for \$350,000 to the Department of Environmental Protection. The request included: \$139,561 for the recycling drop off center, \$15,160 for recycling bins, \$176,381 for a truck-mounted leaf vacuum, and \$18,897 for a grapple. He explained that the grant fund pool has a total of \$30,000,000 and the applications are rated. They begin distributing funds to the highest rated applications and keep going down the list until the money is gone.

SHREDDING EVENT: WWTP Superintendent Mahone reported that the spring shredding event will be held April 28, 2018 from 8 a.m. to 1 p.m. for Township residents only.

OTHER MATTERS: WWTP Superintendent Mahone reported that we received our WQM Part II permit for installation of larger pumps at Northview pumping station.

The meeting was adjourned at 7:42 p.m.

Respectfully submitted,

Angela M. Hallett  
Township Secretary



MINUTES  
HEALTH & SANITATION COMMITTEE  
MAY 1, 2018

The Penn Township Health & Sanitation Committee convened on Tuesday, May 1, 2018 at 7:19 p.m. following the Finance Committee meeting. Present were Chairman Heiland and Commissioners Brown, Felix, Klunk, and Van de Castle. Also present were Township Manager Rodgers, WWTP Superintendent Mahone and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the April 3, 2018 Health & Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

HANOVER FOODS CORPORATION: Commissioner Heiland noted that there was no one present from Hanover Foods Corporation. Manager Rodgers reported that WWTP Superintendent Mahone prepared a listing of our top four commercial sewer users for the Solicitor.

BARNHART DRIVE SEWER LINE PROJECT: WWTP Superintendent Mahone reported on the Barnhart Drive sewer line project. A pre-bid meeting was held on April 27, 2018. The meeting was attended by three general contractors and one blasting contractor. GHD reviewed the project and answered a few questions. GHD will be issuing an addendum to the bid specifications addressing the installation depth of the proposed sewer lateral at the Bair farm and indicating the flow rates at the existing pumping station. The bids will be opened on May 10, 2018 at 11:00 a.m. Superintendent Mahone said the well pump at the Bair farm has been completed.

ULTRAVIOLET DISINFECTION PROJECT: WWTP Superintendent Mahone reported on the ultraviolet disinfection project. GHD continues to work on the WQM Part II permit application for DEP. Superintendent Mahone reviewed a preliminary design layout plan and provided comments back to GHD.

OAK HILL SEWER PROJECT: WWTP Superintendent Mahone reported on the Oak Hill sewer project and went over a timeline. The preliminary plan and easement negotiations will take place first. The easement negotiations can be handled in house or with a professional firm. GHD is working toward a public meeting that will take place in late summer or early fall of 2018. GHD estimates the project cost to be \$3.5 million for construction only. The environmental permits should be completed by December, 2018 and the WQM Part II permit application should be completed by June, 2019. Construction should start around June, 2020. Superintendent Mahone said some other plans are still being considered for the sewer line.

TRASH BAG BID: WWTP Superintendent Mahone reported on the trash bag bid opening that took place at the Municipal Building on April 30, 2018 at 11:00 a.m. There were two bidders and each provided bid options for 250,000 and 500,000 bags. Central Poly Corporation bid \$21.10 per 100 bags with an order of 250,000 bags and \$20.50 per 100 bags with an order of 500,000 bags. X-L Plastics bid \$22.59 per 100 bags with an order of 250,000 bags and \$22.08 per 100 bags with an order of 500,000 bags. Superintendent Mahone said all the documents seem to be in order and the samples were fine from both bidders. He recommended awarding the bid for 500,000 bags to the lowest bidder. Commissioner Heiland asked if the bag ties will be better and Superintendent Mahone said he included a higher quality bag tie in the bid specifications. The Committee recommended awarding the bid to Central Poly Corporation for 500,000 bags at \$20.50 per 100 bags.

SHREDDING EVENT: WWTP Superintendent Mahone reported on the shredding event held April 28, 2018. He said there were three hundred thirty-one cars that dropped off eleven thousand pounds of residential shredding. The shredding vendor recommended that the Police Department drop their materials off during lunch hours next time, to take advantage of the lull in cars that usually happens during that period. Superintendent Mahone asked the vendor about dates for the next shredding event and the preferred date of October 20, 2018 was not available. He is waiting to hear whether or not October 27<sup>th</sup> is available.

STYROFOAM RECYCLING: WWTP Superintendent Mahone reported on Styrofoam recycling. He said a resident has called several times in the past and asked why we don't recycle Styrofoam so he looked into it. He spoke with DART and found out they can leave a container at the Township for collection. DART only has one box truck and driver that collects from all locations and they want the Styrofoam in clear plastic bags, free of any contamination. They only accept food service containers that have been wiped clean, packaging Styrofoam and number six Styrofoam. Collecting Styrofoam would take a lot of manpower and we'd be stuck with any contaminated materials Dart won't accept. After discussion the Committee recommended not proceeding with Styrofoam recycling at this time.

FIRING RANGE: WWTP Superintendent Mahone reported on some problems his department is having with the police firing range. The waste water treatment plant is right next to the firing range and there have been several bullet fragments found on the treatment plant side. Superintendent Mahone has worked with the police department to remedy this but it continues to happen. They believe the bullets and ricochets used to hit the two nitrification tanks that were removed from the plant in October, 2010. Prior to their removal the ricochets would hit the tanks and fall harmlessly to the grass. Commissioner Brown will speak to Acting Police Chief Hettinger and address this at the Public Safety Committee meeting on May 7, 2018.

OTHER MATTERS: Commissioner Heiland said a resident sent a letter expressing concerns about the Township's procedure for checking trash. The resident places his medically necessary syringes and sharps in an old laundry detergent container and puts

it out with his trash. He was concerned about getting in trouble for this since the container is recyclable. Superintendent Mahone said his employees are aware of what to look for and this hasn't been a problem.

The meeting was adjourned at 8:05 p.m.

Respectfully submitted,

Angela M. Hallett  
Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
JUNE 5, 2018

The Penn Township Health & Sanitation Committee convened on Tuesday, June 5, 2018 at 7:11 p.m. following the Finance Committee meeting. Present were Chairman Heiland and Commissioners Brown, Felix, Klunk, and Van de Castle. Also present were Township Manager Rodgers, WWTP Superintendent Mahone and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the May 1, 2018 Health & Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

HANOVER FOODS CORPORATION: Commissioner Heiland noted that there was no one present from Hanover Foods Corporation.

BARNHART DRIVE SEWER LINE PROJECT: WWTP Superintendent Mahone reported on the Barnhart Drive sewer line project. HRI, Inc. was sent the notice to award on May 25, 2018. Notification came today that HRI, Inc mailed the agreement, performance bond and payment bond on May 30, 2018 and should be delivered soon. After the paperwork is approved the notice to proceed will be issued. Field work is expected to begin around mid-July to early August.

ULTRA VIOLET DISINFECTION SYSTEM: WWTP Superintendent Mahone reported on the ultra violet disinfection system. He said GHD has submitted the WQM Part II permit application to DEP for the modification to the treatment plant. Superintendent Mahone has met with GHD onsite to evaluate the electrical layout, building design and tank modification.

OAK HILL SEWER PROJECT: WWTP Superintendent Mahone reported on the Oak Hill sewer project. He said GHD is preparing a final layout for the Township's approval, showing which parcels we will need easements from. After that approval GHD will create individual plans for the properties where an easement will be required. The plans can be included with the notification letters for the public meeting. Manager Rodgers suggested the public meeting be held September 12, 2018 at 6:30 p.m. After discussion Superintendent Mahone was instructed to prepare estimated figures for the project cost per parcel. Manager Rodgers will contact Attorney Mullin to assist with the project and ask him to attend the public meeting. The Committee recommended scheduling a public meeting for September 12, 2018 at 6:30 p.m.

NORTHVIEW DRIVE PUMPING STATION: WWTP Superintendent Mahone reported on the Northview Drive pumping station. He said the new larger capacity pumps were

installed on May 30, 2018. The post construction certification for the WQM Part II permit was completed and sent to DEP. This project is concluded.

HEADWORKS ANALYSIS: WWTP Superintendent Mahone reported on the required headworks analysis for the treatment plant's NPDES permit. The analysis was submitted to EPA on June 1, 2018. EPA will review the data and either comment and approve or require additional data to be submitted. The initial determination by GHD is that very little will change to the existing industrial discharge limits.

CITIZEN'S COMMENTS: None.

The meeting was adjourned at 7:34 p.m.

Respectfully submitted,

Angela M. Hallett  
Township Secretary

MINUTES  
HEALTH & SANITATION  
JULY 3, 2018

The Penn Township Health & Sanitation Committee convened on July 3, 2018 at 7:07 p.m. following the Finance Committee meeting. Present were Chairman Heiland and Commissioners Brown, Felix, Klunk, and Van de Castle. Also present were Township Manager Rodgers, WWTP Superintendent Mahone and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the June 5, 2018 Health & Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

HANOVER FOODS CORP: Commissioner Heiland noted there was no one present from Hanover Foods Corporation. We will continue to have them on the agenda.

BARNHART DRIVE SEWER LINE PROJECT: WWTP Superintendent Mahone reported on the Barnhart Drive sewer line project. He stated a pre-construction meeting is scheduled for July 12, 2018 at 9:00 a.m. at the treatment plant. HRI would like to begin installing the erosion and sediment facilities in mid-July.

ULTRAVIOLET DISINFECTION: WWTP Superintendent Mahone reported on the ultraviolet disinfection system. He stated GHD is continuing to work on the design plans. On July 2, 2018 they submitted a preliminary set of the layout drawings to the Township for review and comment.

OAK HILL SEWER PROJECT: WWTP Superintendent Mahone reported on the Oak Hill sewer project. He stated the preliminary layout plans have been completed. Township Staff is working on the notification letter for the public meeting being held with the property owners on September 12, 2018. The cost estimate for the installation of the gravity sewer and two pumping stations for Oak Hills and Hershey Heights is \$2,665,000.00. The number of existing homes proposed to connect is forty-seven. Superintendent Mahone prepared a worksheet indicating the number of connections in each area and the cost per connecting property. The Committee reviewed this information. The cost per home doesn't include the pumping stations or force mains.

Manager Rodgers stated that according to Attorney Mullin the parcels without homes could be included in our resolution. In the event a home is built on the lot in the future we could collect our fees when they connect. If we don't include them now we would only be able to collect the standard connection fee. Superintendent Mahone showed the Commissioners the location of two parcels in Oak Hill and one in Hershey Heights where there are empty lots owned by the adjacent property owners. He pointed out two parcels owned by Dr. Rinker and explained that he would not be able to connect

one of these properties to the sewer line by gravity. He would need to install a grinder pump. There is a functioning septic system on the property at this time. In the event the septic fails he could be given the option to get a grinder pump and connect to the sewer line. Commissioner Heiland asked if we are mandated to install sewer to Dr. Rinker's property. Superintendent Mahone said he has the option, but his property was included in the 537 plan. Commissioner Klunk asked if we're mandated to cover the land on Broadway by the airport. Superintendent Mahone said we should be able to explain to DEP that we're not sure how this property will be used. We have received a letter from the property owner not requesting sewer and removing the existing house.

The Committee discussed options for collecting money from the homeowners. After discussion the Committee advised Manager Rodgers to ask Attorney Mullin to meet with them at 7:30 on August 20, following the Board of Commissioners meeting.

OTHER MATTERS: WWTP Superintendent Mahone reported that the next shredding event will be held October 13, 2018. He also reported that he will begin work on the next Township newsletter soon. Commissioner Klunk said we may want to include information on fireworks in the newsletter.

CITIZEN'S COMMENTS: None.

The meeting adjourned at 7:40 p.m.

Respectfully submitted,

Angela M. Hallett  
Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
AUGUST 6, 2018

The Penn Township Health & Sanitation Committee convened on August 6, 2018 at 8:25 p.m. following the Public Works Committee meeting. Present were Chairman Heiland and Commissioners Brown, Klunk, and Van de Castle. Also present were Township Manager Rodgers, Engineer Bortner, WWTP Superintendent Mahone, and Township Secretary Hallett. Commissioner Felix was absent with notice. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the July 3, 2018 Health & Sanitation Committee meeting were approved as submitted.

CITIZENS COMMENTS: None.

HANOVER FOODS CORP: Manager Rodgers reported she and WWTP Superintendent Mahone spoke with Attorney Mullin and he is conducting research. He will respond to Hanover Foods Corp within the allotted sixty days.

BARNHART DRIVE SEWER LINE PROJECT: WWTP Superintendent Mahone reported on the Barnhart Drive Sewer Line Project. HRI has been trying to get the project started since receiving the Notice to Proceed on July 23, 2018, but they continue to struggle with excessive amounts of rain. To date they have installed three construction entrances and the construction fence and silt sock at Karen Lane. They have been unable to access the farm field area to install the silt sock due to it being too soft.

Superintendent Mahone has been in discussion with HRI concerning their request to eliminate up to two hundred eighty-six linear feet of borings on the project. They feel they have better control of the pipe installation if they open cut. They inspected the site and feel comfortable with the open cuts. There will be a conference call to discuss potential cost savings and permit issues with the proposed change. If we agree on a credit value for the change we would need to adjust the drawing and submit this to DEP for review and they would decide if the existing General Permit is sufficient or if we need a new permit. Engineer Bortner had no objections to the change but said we may want to install casing pipe.

ULTRAVIOLET DISINFECTION SYSTEM: WWTP Superintendent Mahone reported on the ultraviolet disinfection system. The final plans are being reviewed. When they are finalized and we have the Part II Construction Permit from DEP we will be going out for bids, which will hopefully be this month. Manager Rodgers asked if the rain on July 25 created any concerns with the plan and Superintendent Mahone said it did not.



OAKHILL SEWER PROJECT: WWTP Superintendent Mahone reported on the Oakhill sewer project. Notification letters about the public meeting being held on September 12, 2018 at 6:30 p.m. have been sent to the affected property owners. Superintendent Mahone received a letter from Bruce Rebert concerning the acquisition of land and an easement on his property that is in the Farmland Preservation Program. Attorney Mullin is reviewing the current deed for the Rebert property so any potential restrictions can be addressed. Manager Rodgers reminded the Board that Attorney Mullin will be here on August 20, 2018 after the Board of Commissioners meeting.

EQUIPMENT FOR SALE: WWTP Superintendent Mahone reported on three pieces of sewer equipment that are no longer needed and can be sold; a 1981 dump truck, a 1997 pickup truck and a 4" submersible pump from one of the pumping stations that was eliminated. The submersible pump was a spare and is brand new. Manager Rodgers said the proceeds of any sold equipment would go to the sewer capital reserve fund. The Committee recommended selling the equipment on Municibid.

Engineer Bortner said he was hoping to transfer truck ST-7 to the public works department before winter so there's another truck for plowing.

NEWSLETTER: WWTP Superintendent Mahone reported that the newsletter is scheduled to be delivered September 17, 2018. Any articles need to be submitted by August 9, 2018.

OTHER MATTERS: Commissioner Heiland asked if anything has changed with Township recycling collection. Superintendent Mahone said nothing has changed but we may have to change our plastics collection rules in the future. Commissioner Brown asked if we should put something in the newsletter and Superintendent Mahone thought it might confuse residents since no changes have been made yet.

The meeting adjourned at 8:45 p.m.

Respectfully submitted,

Angela M. Hallett  
Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
SEPTEMBER 4, 2018

The Penn Township Health & Sanitation Committee convened on September 4, 2018 at 8:45 p.m. following the Public Works Committee meeting. Present were Chairman Heiland and Commissioners Brown, Klunk, and Van de Castle. Also present were Township Manager Rodgers, Engineer Bortner, WWTP Superintendent Mahone, and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the August 6, 2018 Health & Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

HANOVER FOODS CORP: WWTP Superintendent Mahone reported that Attorney Mullin sent a response to McNees Wallace & Nurick on the Hanover Foods Corp sewer bill refund request. The response was a denial of their request and we have not heard back from them as of today.

BARNHART DRIVE SEWER LINE PROJECT: WWTP Superintendent Mahone reported on the Barnhart Drive sewer line project. On August 24, 2018 the Township submitted a new General Permit to DEP to change the method of the stream crossing from boring to open cut. The change could save the Township \$100,000 to \$200,000. HRI is planning on mobilizing. They started to strip top soil and plan to demolish the wagon shed at the Bair Farm on September 5, 2018.

ULTRAVIOLET DISINFECTION SYSTEM: WWTP Superintendent Mahone reported on the ultraviolet disinfection system. The bid plans and specifications are close to complete. Once we have the Part II construction permit from DEP, which should be in the next few days, we will advertise the project for bid.

OAKHILL SEWER PROJECT: WWTP Superintendent Mahone reported on the Oak Hill sewer project. He and the Township Manager met with GHD on August 29, 2018 to discuss the letter the Township received from Bruce Rebert regarding acquiring a sewer easement from their land that is in farmland preservation. GHD has recommended an alternate route for the force main and location of the pumping station that would eliminate the need to acquire an easement from the Rebert property. The new location of the force main would be in the existing Hershey Heights Road right-of-way and the station would be moved to the adjacent property. GHD will prepare a plan showing this layout for the public meeting. GHD also updated the estimated cost of the project.

EQUIPMENT FOR SALE: WWTP Superintendent Mahone reported that the excess sewer department equipment will be on Municibid until September 14, 2018.

RECYCLING BINS: WWTP Superintendent Mahone reported there are two hundred fifty recycling bins in stock, as of August 1, 2018. This is approximately a one year supply. He has received quotes from Busch Systems for the SIR-24 bins, which we are currently using. Five hundred bins would be \$14.08 per bin for a total cost of \$7,040 and one thousand bins would be \$11.54 per bin for a total cost of \$11,540. The difference in cost per bin is \$2.54 each. The last time we purchased bins was April of 2017 at a cost of \$11.53 per bin. Superintendent Mahone said he submitted a 902 grant application that included \$16,845 for recycling bins, but no decision has been made. The Committee recommended purchasing one thousand bins.

OTHER MATTERS: Commissioner Brown recused himself and the Committee discussed what to charge the residents for the Oak Hills sewer project. They discussed amounts from ten percent to fifty percent.

The meeting was adjourned at 9:19 p.m.

Respectfully submitted,

Angela M. Hallett  
Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
OCTOBER 2, 2018

The Penn Township Health & Sanitation Committee convened on October 2, 2018 at 7:04 p.m. following the Public Works Committee meeting. Present were Chairman Heiland and Commissioners Brown, Klunk, Felix and Van de Castle. Also present were Township Manager Rodgers and WWTP Superintendent Mahone. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the September 4, 2018 Health & Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

OAK HILL SEWER PROJECT: There were several residents present to discuss the Oak Hill Hershey Heights sewer project. Some of the residents that made comments were James Fuhrman, 220 Oak Hill Circle, Jack Corriere, 114 Oak Hill Drive, Fran Fuhrman, 220 Oak Hill Circle, Jim Cashdollar, 221 Oak Hill Circle, James Rinker, 886 Hershey Heights Road, Josh Schrum, 45 Oak Hill Drive, Anthony Gerech, 1075 Beaver Creek Road, Cindy Staley, 865 Hershey Heights, Jeffrey Miller, 900 Hershey Heights, Wayne Singer, 896 Hershey Heights Road, Jo Ann Corriere, 114 Oakhill Drive, Janice Neely, 951 Beaver Creek Road, Mary Cashdollar, 221 Oak Hill Circle, Dale Shrader, 205 Oak Hill Circle, Bob Gorsuch, 905 Hershey Heights Road, Mike Potter, 961 Beaver Creek Road and Vladimir Korolev, 1090 Beaver Creek Road. The residents attended the meeting to express concerns about the impending sewer tapping charge that was going to be assessed to the residents for the sewer line that is being installed. In addition some of them had concerns regarding the design and the placement of the line on or near their property. WWTP Superintendent Mahone stated the GHD and staff continue to work towards a final design for the project. When completed Reiber will be instructed to develop plot plans and easement descriptions. Once the easement descriptions are completed the Township will begin negotiating with property owners. WWTP Superintendent Mahone and Manger Rodgers will be meeting with DEP on October 23 for a pre application meeting.

HANOVER FOODS CORP: The Township received a response from McNees, Wallace, and Nurick on behalf of Hanover Foods Corporation on September 26, 2018 expressing their dissatisfaction with the Townships position to deny their refund request. They have requested a meeting to try to reach some amicable resolution before exploring litigation options.

BARNHART DRIVE SEWER LINE PROJECT: The contractor continues to install the erosion and sediment facilities. They have installed the stream crossing. Manholes and pipe have been delivered. The drilling and blasting contractor is scheduled to begin

drilling on October 3, 2018. We are still waiting for the permit approval from DEP to open cut the stream. HRI plans to begin installing pipe on October 8, 2018.

ULTRAVIOLET DISINFECTION SYSTEM: The design plans have been completed and we have received the construction permit from DEP. The project will be posted for public bid on Pennbid website on October 3, 2018. There will be a mandatory prebid meeting for the project held at the Public Works building on October 22, 2018 at 10:00 a.m. Bids will be opened on November 9, 2018 at 2:00 p.m. at the Township office.

SHREDDING EVENT: The shredding event is scheduled for October 13, 2018 from 8 a.m. till 1 p.m. Shredding Solutions Inc. will be providing the shredding service.

2019 BUDGET: WWTP Superintendent Mahone reviewed the recycling revenue and expense budget for 2019. He then reviewed the Sewer revenue and expense budget for 2019. The revenue show a transfer of over three million dollars to cover expenses on projects. The budget includes funds to install a gravity sewer on Barnhart Drive, the design of the Oak Hill/Hershey Heights project, the acquisition of right of way for the Oak Hills Hershey Heights sewer project, and the installation of the ultraviolet system. The budget includes increases in wages for AFSCME employees along with a ten percent increase in insurance rates. The Finance Committee will further review at the budget meeting.

OTHER MATTERS: None.

The meeting was adjourned at 9:17 p.m.

Respectfully submitted,

Kristina J. Rodgers  
Township Manager

MINUTES  
HEALTH & SANITATION COMMITTEE  
NOVEMBER 6, 2018

The Penn Township Health & Sanitation Committee convened on November 6, 2018 at 7:13 p.m. following the Finance Committee meeting. Present were Commissioners Brown, Klunk, Felix, and Van de Castle. Also present were Township Manager Rodgers, WWTP Superintendent Mahone, and Administrative Assistant McMaster. Chairman Heiland was absent with notice. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the October 2, 2018 Health & Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None

OAK HILL SEWER PROJECT: Several residents were present to discuss the Oakhill Hershey Heights sewer project. Most of them were there to express concern and to find out more about what will happen in the future. Some of the residents that made comments were Barry Motter, 875 Hershey Heights, Anthony Gerecht, 1075 Beaver Creek Road, Doug Hahn, 894 Hershey Heights, Jack & JoAnn Corriere, 114 Oakhill Drive, Jim Cashdollar, 221 Oak Hill Circle, James & Fran Fuhrman, 220 Oak Hill Circle. These residents were only able to make new comments during this meeting. They stated their opinion on wanting to be involved in the decision making process and that they were still concerned about the sewer charge. The residents also wanted to talk to someone directly at DEP to get the answers they want. In addition, WWTP Superintendent Mahone stated that GHD continues to work toward a final design of this project. There has been some adjustments that were made to the location and some manholes based on a review and public comment. A pre-application meeting with DEP happened on October 23, 2018 in regards to a permit requirement for the project. The meeting went well and there are no future permits that will be required. There is an issue that has developed with the current design to parallel the sewer along the electric company right of way.

HANOVER FOODS CORP: WWTP Superintendent Mahone and Township Manager Rodgers met with Hanover Foods at their request on October 10, 2018. Hanover Foods asked the Township if they had any phosphorus credits to sell for water year 2018. Mr. Mahone stated that we do have credits for sale and that they would have to send in a request for purchase and get an agreement for review. Attorney Mullin did receive a request from Hanover Foods for the purchase of three hundred twenty-two phosphorus credits. We offered a purchase price of \$3.75 per credit.

WEST MANHEIM TOWNSHIP: WWTP Superintendent Mahone and Township Manager Rodgers participated in a telephone conference call with JT Hand from York Water

Company and the attorney for West Manheim Township on October 10, 2018. They discussed some of the Township concerns regarding the West Manheim collection system to York Water Company. This discussion was mainly on: peak flow rates, infiltration and inflow, future capacity, possibly improvements needed to sections of the Breezewood interception, and the updating of the existing agreement. The attorney for West Manheim stated he would relay the concerns and be in touch. They have not heard back from him yet.

BARNHART DRIVE SEWER LINE PROJECT: WWTP Superintendent Mahone stated that the contractor has completed drilling and blasting from the treatment plant to the Bair property. They received the stream crossing permit from DEP on October 29, 2018. HRI received delivery of additional materials and is scheduled to start excavation and the installation of the pipe this week

ULTRAVIOLET DISINFECTION SYSTEM: There was a mandatory pre bid meeting held on October 22, 2018. GHD issued three addendums to the bid specification, and the bid will be opened on Friday, November 9, 2018 at 2:00pm at the Township office.

SHREDDING EVENT: The shredding event was held on October 13, 2018. There were one hundred ninety-five vehicles that dropped off 8,000 lbs. of material to be shredded and recycled. WWTP Superintendent Mahone said he already has April 27, 2019 reserved for the next event if the committee would like to move forward with the date. The Committee recommended moving forward.

OTHER MATTERS: None.

CITIZEN'S QUESTIONS TO THE COMMITTEE: None.

The meeting was adjourned at 8:46 p.m.

Respectfully submitted,

Courtney L. McMaster  
Recording Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
DECEMBER 4, 2018

The Penn Township Health & Sanitation Committee convened on December 4, 2018 at 7:09 p.m. following the Finance Committee meeting. Present were Chairman Heiland, Commissioners Brown, Klunk, and Van de Castle. Also present were Township Manager Rodgers, WWTP Superintendent Mahone, and Township Secretary McMaster. Commissioner Felix was absent with notice. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the November 6, 2018 Health & Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None

HANOVER FOODS CORP: WWTP Superintendent Mahone had nothing to report on Hanover Foods Corporation. Manager Rodgers stated that they have thirty days to get the \$1,000 check for the phosphorus credits.

BARNHART DRIVE SEWER LINE PROJECT: WWTP Superintendent Mahone stated that Contractor HRI has completed the tie in to an existing manhole at the treatment plant and installed a fifty inch of pipe on the Barnhart sewer project. The manhole is a 1-30. They continue to drill and blast across the Bair property. The boring contractor got on site December 3, 2018 and started to install the boring pits for under the railroad tracks between Barnhart Drive and Karen Lane.

ULTRAVIOLET DISINFECTION SYSTEM: WWTP Superintendent Mahone stated that GHD is expecting the bonds and insurance documents from Conewago Enterprises and Swam Electric within the next few days. After the review and approval is done by GHD, they will issue the intent to award and approve the agreement documents for the Ultraviolet Disinfection project.

OAK HILL SEWER PROJECT: Several residents were present to discuss the Oakhill Hershey Heights sewer project. Most of them were there to express concern and to find out more about what will happen in the future. Some of the residents that made comments were Anthony Gerech, 1075 Beaver Creek Road, Jim Miner, 70 Oak Hill Drive, Jack Corriere, 114 Oakhill Drive, Jim Cashdollar, 221 Oak Hill Circle, James & Fran Fuhrman, 220 Oak Hill Circle, Wayne Singer, 896 Hershey Heights, William Bowman, 123 Oak Hill Drive, and Jeffrey Miller, 900 Hershey Heights Rd. They are still concerned about the project itself and if the Township had more answers on the sewer connection charge. They want to be involved in the process as much as they possibly can. In addition, WWTP Superintendent Mahone stated that GHD has finished making



changes to the plans and will have Reiber start to develop the easement plats and descriptions. After having made contact with Met Ed concerning getting approval to construct the sewer line in their easement to service 951 and 961 Beaver Creek Road. It was determined that this route for the sewer line could not be used due to their minimum separation distance requirements. He states that unfortunately there is no other way to provide gravity sewer to these properties at a reasonable cost. The estimated cost for gravity up in Beaver Creek Road is five hundred forty-three thousand dollars. Both of these properties are over the one acre minimum lot size requirement for an alternative on lot disposal site. Another option would be to install a low pressure force main and require those properties to connect using a grinder pump station. That estimate is seventy-six thousand eight hundred dollars.

OTHER MATTERS: None.

CITIZEN'S QUESTIONS TO THE COMMITTEE: None.

The meeting was adjourned at 8:13 p.m.

Respectfully submitted,

Courtney L. McMaster  
Recording Secretary