

MINUTES  
HEALTH & SANITATION COMMITTEE  
JANUARY 7, 2020

The Penn Township Health and Sanitation Committee convened on Tuesday, January 7, 2020 at 7:10 p.m. following the Finance Committee meeting. Present were Chairman Heiland, Commissioners; Brown and Elksnis. Also present were Township Manager Rodgers, WWTP Superintendent Mahone and Township Secretary Sweeney. Commissioner Felix was absent with notice. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the December 3, 2019 Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

OAKHILL HERSHEY HEIGHTS SEWER PROJECT: WWTP Superintendent Mahone reported he is waiting on the consent agreement with Met-Ed. GHD requested an update on the status; however the contact at Met-Ed is out until January 9, 2020.

A response was received from DEP on the letter the township sent to them concerning the construction milestone dates in the Act 537 Plan. The response from Tim Wagner stated as long as the township continues to work toward the project completion there is not a problem with delays.

The township is waiting on a response concerning the H2O Grant application. Manager Rodgers reported that according to Representative Klunk's office that we may receive a response late summer or early fall based on previous applications. Commissioner Heiland requested an update on the rural grant. Manager Rodgers reported that she had spoken with a gentleman in the Reading office, he explained that because we are not rural we do not qualify. Commissioner Heiland asked for the status of the right of way requests, Manager Rodgers reported, she just spoke with a gentleman prior to the meeting, and still needs to hear from several other property owners.

ULTRAVIOLET DISINFECTION SYSTEM: WWTP Superintendent Mahone reported he continues to work with Wedeco and Swam Electric to solve the communication issues between the UV PLC and the existing SCADA System. Swam's integrator Tri Star is scheduled to visit the plant January 20, 2020.

GRANDVIEW ROAD SEWER LINE REPAIR: WWTP Superintendent Mahone reported Shiloh Paving and Excavating started the project on January 6, 2020 with the delivery of materials. They have decided to complete the manhole installation and main sewer line replacement at night. Their work hours during this phase will be from 6 p.m. till 6 a.m. The lateral replacement will be during the day time between 9 a.m. and 3 p.m. Letters of notification about the night time construction were sent to residents on

January 3, 2020. Commissioner Heiland asked how long the project is expected to take, Superintendent Mahone stated the main construction should take about 1 ½ to 2 weeks. Commissioner Elksnis inquired as to where the project begins; Superintendent Mahone stated that it starts at Martin Drive, and up to about 60 feet short of Azalea Drive.

OTHER MATTERS: Manager Rodgers requested WWTP Superintendent Mahone update the committee regarding a letter being sent to Hanover Foods, Inc. to update their flow. WWTP Superintendent Mahone stated that a letter is being sent to Hanover Foods requesting that they need to reduce their flow to the township or purchase more capacity. The township has been lenient in the past few months with the overaged. Manager Rodgers added that the letter was sent to the solicitor for review.

CITIZEN'S QUESTIONS TO THE COMMITTEE: Mr. Bowman, Oakhill Drive, asked the committee about the amount of funds that were applied for on the H20 grant. Manager Rodgers stated that the amount was under 2 million, she could only apply for work that has not been completed, therefore the funds for construction were applied for, and the grant stated that the funds would be used to offset the residents' contributions. Mr. Bowman stated he believed the grant required a 50% match, and asked where the matching funds would come from; Manager Rodgers stated they would come from the township. Manager Rodgers added that letters of support were sent from Representative Klunk's office and Senator Mastriano's office. Mr. Bowman also inquired about the easement agreements. Manager Rodgers stated she needs about 27-28, with 1 being recorded, and approximately half a dozen have not made contact. Mr. Bowman asked about the 537 Plan, as he understands part of the plan was to bolster repair lines of the Southern part of the Township. He asked if this was part of the sewer line repair, also if it included the replacement of the Codorus Pump Station. WWTP Superintendent responded that, there were a few pumping stations that have been eliminated with the installation of sewer lines. The only thing outstanding is the Codorus Pumping Station. Manager Rodgers added that the repair the WWTP Superintendent Mahone reported about was an emergency repair.

Mr. Corrier, Beaver Creek Road, asked if there was anything the citizens can do to show support of the requested grants. Manager Rodgers stated that they could reach out to DEP, or the DCED where the grant was submitted to online, and to send letters of support to Representative Klunk's and Senator Mastriano's office.

The meeting was adjourned at 7:28 p.m.

Respectfully submitted,

Donna M. Sweeney  
Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
FEBRUARY 4, 2020

The Penn Township Health and Sanitation Committee convened on Tuesday, February 4, 2020 at 7:08 p.m. following the Finance Committee meeting. Present were Chairman Elksnis, Commissioners; Brown, Felix, Heiland and Van de Castle. Also present were Township Manager Rodgers, WWTP Superintendent Mahone and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the January 7, 2020 Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Wayne Singer, 896 Hershey Heights Road, expressed his disdain for the proposed tapping infrastructure fees for the Oakhill Hershey Heights Sewer Project. Commissioner Heiland stated to please keep in mind that the fees have not been finalized.

OAKHILL HERSHEY HEIGHTS SEWER PROJECT: WWTP Superintendent Mahone reported the township received the executed consent agreement from Met-Ed to cross their transmission right of way. The township is waiting on revised easement descriptions and plats for six properties in the Oakhill project area and three properties in the Hershey Heights area due to the adjustments needed to satisfy Med-Ed and a few minor changes with the Hershey Heights lay out and station site. Of the twenty easements needed for Hershey Heights there are twelve properties that have not scheduled a meeting to discuss an agreement. Of the seventeen easements needed for Oakhill there are nine properties that have not scheduled a meeting to discuss an agreement. When revised easement descriptions and plats are received, meetings will be scheduled to finalize agreements. Currently the H2O Grant is scheduled for the July 14, 2020, State Board meeting where they intend to start the process of awarding the grant money.

ULTRAVIOLET DISINFECTION SYSTEM: WWTP Superintendent Mahone reported the communication issue between the existing SCADA PLC and the Wedeco PLC has been resolved. Wedeco is currently collecting performance data on power consumption to satisfy the bid specification. There are a few punch list items to be completed by Conewago Enterprises and Swam Electric some of which can't be completed until spring.

GRANDVIEW ROAD SEWER LINE REPAIR: WWTP Superintendent Mahone reported Shiloh has completed the installation of the manholes, main line, and laterals. All that remains is to adjust the manhole frame and covers and install the base paving. The final milling and overlay will occur in the spring.

LOCAL PRETREATMENT DISCHARGE LIMITS: WWTP Superintendent Mahone presented local discharge limits for Penn Township dischargers to the Hanover Treatment Plant for consideration of adoption. The township received a letter from Hanover Borough requesting the township to adopt a new resolution reflecting the new borough limits recently adopted and approved by the Borough and EPA.

WWTP Superintendent Mahone explained any municipality that contributes to their waste water treatment plant has to adopt those limits so the borough has the authority to come into and enforce those limits. Commissioner Heiland asked where the numbers come from. WWTP Superintendent Mahone explained that they are done through testing, and often change and this is why this must be done about every five years. The Committee recommended adopting the resolution.

NEWSLETTER: WWTP Superintendent Mahone reported the Newsletter is schedule to be delivered on April 6<sup>th</sup>, and will need articles to include for the proof by March 6<sup>th</sup>. Commissioner Heiland requested to include the information regarding millings availability for alley maintenance.

SHREDDING EVENT: WWTP Superintendent Mahone reported the next shredding event is scheduled for Saturday, April 25, 2020, from 8 a.m. to 1 p.m.

OTHER MATTERS: Commissioner Van de Castle questioned when there is bad weather, and Grandview gets plowed, who would replace anything that would get pulled out, and WWTP Superintendent Mahone stated that Shiloh would replace.

CITIZEN'S QUESTIONS TO THE COMMITTEE: Judy Sieg, 853 Hershey Heights Road, stated she has not met with Manager Rodgers to discuss easement as of yet, and asked if she should wait until final plans have been made. WWTP Mahone stated that she could call Manger Rodgers and set a meeting date as soon as possible. Cindy Staley, 865 Hershey Heights Road, stated she will call soon to set an appointment as well.

Wayne Singer, asked the Committee if there is a breaking ground start date. Manager Rodgers replied that there are several steps that need to be met yet. All the right of ways need to be acquired, two land development plans need to be submitted and approved for the two pump stations, and when the plans are finalized, the project needs a Penn Dot Highway Occupancy Permit. The anticipation is a late fall bid, with an early spring construction.

Commissioner Heiland asked for an update on the light at Broadway and Hershey Heights Road. Manager Rodgers stated that the invoice for the light is being paid this week, and once Met Ed receives payment, the light will be in their system for construction.

WWTP Superintendent Mahone wanted to add that we have to wait for the award of the H2O Grant prior to the start of construction for the Oakhill Hershey Heights Sewer Project.

Diane Lester, 230 Oakhill Circle, expressed concern about the cost of the project and the effect it has on planning for the future. Manager Rodgers stated that the township would not ask for payment until the line was in the ground and taking flow. George Neely, 951 Beaver Creek Road, and Michael Potter, 961 Beaver Creek Road asked questions specifically regarding the plans for their properties. WWTP Superintendent Mahone provided them with answers.

The meeting was adjourned at 7:29 p.m.

Respectfully submitted,

Donna M. Sweeney  
Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
MARCH 3, 2020

The Penn Township Health and Sanitation Committee convened on Tuesday, March 3, 2020 at 7:04 p.m. following the Finance Committee meeting. Present were Chairman Elksnis, Commissioners; Brown, Felix and Van de Castle. Also present were Township Manager Rodgers, WWTP Superintendent Mahone and Township Secretary Sweeney. Commissioner Heiland was absent with notice. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the February 4, 2020 Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

OAKHILL HERSHEY HEIGHTS SEWER PROJECT: WWTP Superintendent Mahone reported that he and the Township Manager continue to meet with property owners to acquire the necessary sewer easements, they have met with three different owners for the first time since last month's meeting. Revised plats are expected to be delivered very soon. Manager Rodgers reported that she had received notice from the state regarding additional information that was needed on the H2O Grant, which has been submitted and is a good sign it is being reviewed.

ULTRAVIOLET DISINFECTION SYSTEM: WWTP Superintendent Mahone reported Wedeco removed the power monitoring equipment on February 21, 2020. They have indicated it will take a few weeks before they deliver the final report.

GRANDVIEW ROAD SEWER LINE REPAIR: WWTP Superintendent Mahone reported Shiloh is waiting until the Penn Dot paving start date of April 1, 2020, to make final restoration.

NEWSLETTER: WWTP Superintendent Mahone reported the Newsletter was sent to the Merchandiser to approve a print copy on March 3, 2020. Delivery will be the week of April 6, 2020.

OTHER MATTERS: Commissioner Brown stated that there has been some discussion on social media regarding recycling bins. WWTP Superintendent Mahone stated that any bin/container can be used as long as it is clearly marked, and there are holes drilled in the bottom for drainage. He added that there are free recycling stickers available at the Municipal Office as well as the recycling center.

CITIZEN'S QUESTIONS TO THE COMMITTEE: Mr. Jack Corriere, 114 Oakhill Drive, asked the committee when a decision was expected regarding the H2O Grant.

Manager Rodgers reported she has been in contact with Senator Mastriano's office and was told that in the past it could be early spring to as late as mid-July. Mr. Corriere also stated that he has had people walking through the woods around his property and noticed there were stakes placed in certain locations. He asked why, and added that it would be nice if they received notice when there would be people working around their property. WWTP Superintendent Mahone stated that they recently have had Hanover Land Services, Inc. surveying in the area for curbing and stormwater plans. Mr. Corriere asked if any information has been received from the DEP regarding a start date for the Oakhill Hershey Height's Sewer Project. WWTP Superintendent Mahone stated that the response from DEP has been as long as the project is moving forward they are fine with the delays. Easements, Penn DOT permitting, Occupancy permit, and land development plans all still need to be acquired before construction can begin.

Mr. Andy Novosedliak, 910 Hershey Heights Road, asked the Committee if the Township has any plans if the Coronavirus appears in the area. Commissioner Elksnis stated that the subject was addressed at last night's Public Safety Meeting and the Township's Emergency Management Coordinator is receiving constant updates from the CDC. Commissioner Brown added that he had heard that the Pennsylvania airports are monitoring for the virus.

The meeting was adjourned at 7:17 p.m.

Respectfully submitted,

Donna M. Sweeney  
Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
MAY 5, 2020

The Penn Township Health and Sanitation Committee convened on Tuesday, May 5, 2020 at 7:31 p.m. following the Finance Committee via an online meeting. Present were Chairman Elksnis, Commissioners; Brown, Heiland and Van de Castle. Also present were Township Manager Rodgers, WWTP Superintendent Mahone and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: Chairman Elksnis read a summary of the public meeting guidelines.

APPROVAL OF THE MINUTES: The minutes of the March 3, 2020 Health and Sanitation Committee meeting were approved as submitted. There was no meeting held in April, 2020.

CITIZEN'S COMMENTS: None.

OAKHILL HERSHEY HEIGHTS SEWER PROJECT: WWTP Superintendent Mahone reported that work is continuing on acquiring easements for the project. GHD has started the application process for the Highway Occupancy Permit for the project. Commissioner Heiland asked if the deadlines have been extended due to the current pandemic, WWTP Superintendent could not give a definitive answer at this time.

ULTRAVIOLET DISINFECTION SYSTEM: WWTP Superintendent Mahone reported he received the performance report from the UV manufacturer WEDECO. The report indicates all of the testing conducted met the requirements of the bid specification. GHD will review the report.

In reviewing the bid specifications, he discovered a section requiring the electrical contractor to perform thermography on the major electrical connections for the project, which will need to be completed.

GRANDVIEW ROAD SEWER LINE REPAIR: WWTP Superintendent Mahone reported Shiloh paving has a prepave meeting schedule with Penn Dot on May 14, 2020 at 11:00 a.m. Shiloh intends to complete the paving the week of May 18, 2020. Shiloh will be having the laterals that were installed televised on May 8, 2020. They will submit the video's for approval.

SHREDDING EVENT: WWTP Superintendent Mahone reported the shredding event has been rescheduled for July 25, 2020, 8 a.m. to 1 p.m.

CHESAPEAKE BAY COUNTYWIDE ACTION PLAN IMPLEMENTATION GRANT AGREEMENT: WWTP Superintendent Mahone reported that the township has been approved to receive a grant in the amount of \$62,000. This will help off set the cost to



stabilize the stream bank that runs along side of the railroad tracks from Center Street to Oil Creek. The stream bank needs to be stabilized in multiple locations to prevent it from migrating over the new sewer line that was installed in 2015. We do have a DEP permit to complete the work prior to June 30, 2021. The work will be completed by Township staff.

TRASH BAG BID: WWTP Superintendent Mahone reported that the township currently has about seven to eight-month supply of trash bags. He suggests that an invitation be sent out to bid and open them on June 1, 2020. The bid evaluation could then be discussed at the next Health and Sanitation Meeting. The Committee recommended sending out the bid.

ELECTRONICS RECYCLING: WWTP Superintendent Mahone reported that the York County Solid Waste Authority resumed electronic recycling on May 1, 2020. He asked the committee their opinion on when the township would resume. He stated his staff is fine with opening this up again, he expressed concern that two people are needed to lift most items, and would not be six feet apart. He added that ninety percent of items are large televisions. The Committee agreed safety is the priority, and agreed to reevaluate the issue at next month's meeting.

OTHER MATTERS: WWTP superintendent Mahone reported that the Township had entered into agreement with DEP for a 902 Grant about two years ago. This was used for a leaf collector and grapple and shelving for bag storage. He has completed the reimbursement request, and submitted on April 27, 2020 for \$349,999. Commissioner Heiland asked if this is accounted for in the budget. Manager Rodgers stated it was not, but would go back into the capital reserve equipment account in which the purchases were accounted for.

CITIZEN'S QUESTIONS TO THE COMMITTEE: There were none.

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

Respectfully submitted,

Donna M. Sweeney  
Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
JUNE 2, 2020

The Penn Township Health and Sanitation Committee convened on Tuesday, June 2, 2020 at 7:07 p.m. following the Finance Committee via an online meeting. Present were Chairman Elksnis, Commissioners; Brown, Cromer, Heiland and Van de Castle. Also present were Township Manager Rodgers, WWTP Superintendent Mahone and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: Chairman Elksnis read a summary of the public meeting guidelines.

APPROVAL OF THE MINUTES: The minutes of the May 5, 2020 Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

OAKHILL HERSHEY HEIGHTS SEWER PROJECT: WWTP Superintendent Mahone reported that GHD has received the CAD drawings from Hanover Land Services for design of the storm water system and curb replacement additions to this project. GHD will incorporate those plans into the plans for the project. It will be necessary to acquire some temporary construction easement from 3 properties for the storm water and curb replacement. GHD will have the additional easement plats prepared and sent to the Township.

ULTRAVIOLET DISINFECTION SYSTEM: WWTP Superintendent Mahone reported GHD reviewed the performance test results reports submitted by WEDECO. After review GHD submitted numerous comments of WEDECO's analysis methods verses the analysis methods described in the pre-selection bid documents. The comments were submitted on May 19, 2020 and no response has been received. WWTP Superintendent Mahone stated that he received an email from Conewago Enterprises stating that they have requested a response from WEDECO no later than Friday, June 12, 2020. The project is complete, except waiting on the documents from WEDECO stating that the project meets the performance requirements of the bid specifications.

GRANDVIEW ROAD SEWER LINE REPAIR: WWTP Superintendent Mahone reported Shiloh has completed the final paving restoration, vacuum tested the manhole and trimmed the excess mastic from the inside of the manholes. The only remaining work is to reseed some of the grass seed that didn't grow. They will be submitting a request for final payment.

ELECTRONICS RECYCLING: WWTP Superintendent Mahone asked the committee their thoughts on resuming the recycling of electronics. WWTP Superintendent Mahone stated that York County has reopened but does not handle the electronics, the people that bring the electronics in unload the product. Penn has about 90% of televisions

coming in that require two people to lift out of the vehicle, and this process prevents social distancing. WWTP Superintendent Mahone stated that his employees are okay with reinstating the electronic recycling, but can not speak for the ARD participants. Commissioner Heiland suggested contacting the solicitor to seek advice due to the social distancing regulation. Manager Rodgers stated she will contact the solicitor and the insurance company for guidance. The committee recommended reinstating the electronics recycling if there were favorable opinions from the solicitor and the insurance company.

SHREDDING EVENT: WWTP Superintendent Mahone reported the shredding event has been rescheduled for July 25, 2020, 8 a.m. to 1 p.m.

TRASH BAG BID: WWTP Superintendent Mahone reported public bids for trash bags were opened on June 1, 2020. Two bids were submitted one from X-L Plastics and one from Central Poly Corporation.

X-L Plastics: Option 1, bid for 250,000 bags was \$17.89/100 bags  
Option 2, bid for 500,000 bags was \$17.53/100 bags.

Central Poly Corporation: Option 1, bid for 250,000 bags was \$19.30/100 bags.  
Option 2, bid for 500,000 bags was \$18.80/100 bags.

All bid documents were in order for both bids, after review of the documents WWTP Superintendent saw no reason to not award the bid to X-L Plastics for Option 2. The committee recommended awarding the bid to X-L plastics.

OTHER MATTERS: There were none.

CITIZEN'S QUESTIONS TO THE COMMITTEE: Mr. William Bowman, 123 Oak Hills Drive, joined the meeting late, as the committee was discussing the shredding event. Mr. Bowman asked if the employees were wearing gloves, that COVID could be on the items brought in by the residents. WWTP Superintendent Mahone stated that gloves are provided. Mr. Bowman asked if the committee could summarize the Oakhill Hershey Heights Sewer Project that was discussed prior to his joining the meeting. Commissioner Heiland provided a synopsis and stated that the video will be on line shortly after the meeting.

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

Respectfully submitted,

Donna M. Sweeney  
Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
JULY 7, 2020

The Penn Township Health and Sanitation Committee convened on Tuesday, July 7, 2020 at 7:05 p.m. following the Finance Committee via an online meeting. Present were Chairman Elksnis, Commissioners; Brown, Cromer, Heiland and Van de Castle. Also present were Township Manager Rodgers, WWTP Superintendent Mahone and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: Chairman Elksnis read a summary of the public meeting guidelines.

APPROVAL OF THE MINUTES: The minutes of the June 2, 2020 Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

OAKHILL HERSHEY HEIGHTS SEWER PROJECT: WWTP Superintendent Mahone reported that they are continuing to acquire easements for the project. The township has received the three revised plats for the additional temporary easements to install the storm sewer along Oakhill Drive.

ULTRAVIOLET DISINFECTION SYSTEM: WWTP Superintendent Mahone reported he was notified by GHD on June 10<sup>th</sup> that they approved the performance test report submitted by WEDECO. Conewago Enterprises has submitted their final pay application request and they are preparing the close out documents. Conewago has submitted a change order request that will change the completion date of the project. The committee recommended approving the change order request.

GRANDVIEW ROAD SEWER LINE REPAIR: WWTP Superintendent Mahone reported the project is complete and waiting for Shiloh to submit the request for final payment and their close out documents, the Highway Occupancy Permit has been received and closed out. Commissioner Van de Castle commented on the pot holes and depression of the road at the end of the project where Shiloh started the paving, located northbound around the manhole by Martin Drive. Superintendent Mahone stated that may not be part of a township project and he will check into the matter.

SHREDDING EVENT: WWTP Superintendent Mahone reported the shredding event is scheduled for July 25, 2020, 8 a.m. to 1 p.m.

NEWSLETTER: WWTP Superintendent Mahone reported that he has scheduled delivery of the Fall Newsletter with the Merchandiser the week of September 21, 2020. The deadline for all submissions is set for August 19, 2020, and proof on August 24, 2020.

OTHER MATTERS: WWTP Superintendent Mahone reported that traffic at the recycling center has increased dramatically. On average they are unloading a vehicle about every ninety seconds. He recommended with the state being in the green stage of COVID 19, that the residents resume to exit their vehicles to unload recyclables. Masks will continue to be required as well as social distancing. Assistance from township employees will be given as needed. The committee was in favor of the recommendation.

CITIZEN'S QUESTIONS TO THE COMMITTEE: There were none.

The meeting was adjourned at 7:32 p.m.

Respectfully submitted,

Donna M. Sweeney  
Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
AUGUST 3, 2020

The Penn Township Health and Sanitation Committee convened on Monday, August 3, 2020 at 7:57 p.m. following the Public Safety, Public Works, and Finance Committees via an online meeting. Present were Chairman Elksnis, Commissioners; Brown, Cromer, Heiland and Van de Castle. Also present were Township Manager Rodgers, WWTP Superintendent Mahone and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: Commissioner Heiland read a summary of the public meeting guidelines.

APPROVAL OF THE MINUTES: The minutes of the July 7, 2020 Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

OAKHILL HERSHEY HEIGHTS SEWER PROJECT: WWTP Superintendent Mahone reported that they are continuing to acquire easements for the project. Manager Rodgers reported that she will contact DEP to request a five-year extension due to the COVID-19 pandemic.

ULTRAVIOLET DISINFECTION SYSTEM: WWTP Superintendent Mahone reported a change order request was received from Swam Electric, the electrical contractor for the project. The change order is to establish the completion date of the project, and Swam has also submitted their final payment application. The committee recommended to approve the change order request and the final payment application.

GRANDVIEW ROAD SEWER LINE REPAIR: WWTP Superintendent Mahone reported Shiloh Paving & Excavating has submitted the final pay application for the project along with a change order request that establishes a reduction of \$9,013.86 to the total cost of the project. The Committee recommended to approve the final pay application and the change order request.

CENTER STREET STREAMBANK RESTORATION: WWTP Superintendent Mahone reported the township has begun brushing out the edge of the creek bank and anticipate beginning the bank stabilization in late August.

PINEBROOK PHASE II SANITARY SEWER DEDICATION: WWTP Superintendent Mahone reported the developers of Pinebrook Phase II have prepared a deed of dedication for the sanitary sewer lines installed as part of this development. The lines have been inspected and videoed by the township and appear to be in acceptable condition. The committee recommended adopting the sewer lines.

SHREDDING EVENT: WWTP Superintendent Mahone reported the shredding event was held on July 25, 2020. Shredding Solutions had their main shredding truck break down on July 20, 2020. They ordered a part needed to make the repair which was to show up on July 23, 2020. The part arrived but was incorrect. So Shredding Solutions could only bring one truck to the event. Unfortunately, that truck broke down after about three hours of shredding. All material was collected in totes and gaylords. Shredding Solutions came back on Monday, July 27, 2020 to pickup the stored material to be shredded at their facility. The secure documents from the Police Department will be shredded on site at the Police Department the next time Shredding Solutions is in the area.

NEWSLETTER: WWTP Superintendent Mahone reported that he has scheduled delivery of the Fall Newsletter with the Merchandiser the week of September 21, 2020. The deadline for all submissions is set for August 19, 2020, and proof on August 24, 2020.

OTHER MATTERS: Commissioner Heiland requested an executive session following the meeting this evening to discuss personnel matters.

CITIZEN'S QUESTIONS TO THE COMMITTEE: Mr. William Bowman, 123 Oak Hill Drive, was in attendance. Mr. Bowman inquired as to the status of the H2O Grant which was applied for several months ago. Manager Rodgers reported that we have not received a response, but has heard all grants were on hold due to COVID-19. Mr. Bowman also inquired if the township has applied for the extension for the Oak Hills 537 Plan for Sanitary Sewer that was mentioned earlier. Manager Rodgers reported she has not as of yet, but will be submitting the request to DEP.

The meeting was adjourned at 8:18 p.m.

Respectfully submitted,

Donna M. Sweeney  
Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
SEPTEMBER 1, 2020

The Penn Township Health and Sanitation Committee convened on Tuesday, September 1, 2020 at 8:55 p.m. following the Finance Committee meetings. Present were Chairman Elksnis, Commissioners; Brown, Cromer, Heiland and Van de Castle. Also present were Township Manager Rodgers, WWTP Superintendent Mahone and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the August 4, 2020 Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

OAKHILL HERSHEY HEIGHTS SEWER PROJECT: WWTP Superintendent Mahone reported that work continues to acquire the easements for the project. On August 5, the Township Manager sent a letter to DEP requesting a five-year extension on the completion of the project due to the impact of COVID, to date no response has been received. On August 19, 2020, the township received a list of projects that were approved for the round of the H2O grant program, and unfortunately, the township was not approved for any funds through this grant.

MULLERTOWN SMOKE TESTING: WWTP Superintendent Mahone reported that on August 24, 2020 letters of notification were mailed to the residents in the Mullertown area explaining the upcoming project. The contractor (Utility Services Group, Inc.) (USG) will also be notifying the resident one week prior to the start of the work. The project is currently scheduled to begin on September 21, 2020.

CENTER STREET STREAMBANK RESTORATION: WWTP Superintendent Mahone reported on August 20, 2020 the Township met on site with ARRC to discuss the start of this project. Discussions were on the type of materials to be used, procedures for the placement of materials, the E&S plan and make the necessary notifications within the next 2-3 weeks. The township has ordered geotextile fabric and silt bags for the project.

SHREDDING EVENT: WWTP Superintendent Mahone reported the next shredding event is scheduled for October 17, 2020 from 8 a.m. to 1 p.m. There will be some new limitations and requirements for this event. There will be a requirement to show proof that you live in the Township and there will be a 5-file box limit on what will be accepted.

NEWSLETTER: WWTP Superintendent Mahone reported the Newsletter proof has been approved and the newsletter should be delivered the week of September 21, 2020.



PROPOSED CHICKEN ORDINANCE: Commissioner Elksnis opened the floor for discussion on the proposed chicken ordinance. Commissioner Heiland reported this is a popular question that he has been asked by several residents. Commissioner Heiland stated that the ordinance is not specific to lot size. Manager Rodger stated that section 2, item 4C should address that issue as it states tract of land contain a single or two-family dwelling only. Commissioner Brown questioned the severity of the penalties for violations of the ordinance. The committee agreed to remove the penalty of imprisonment, and recommended adopting the ordinance.

2021 BUDGET REVIEW: WWTP Superintendent Mahone reported on the Sewer Revenue Fund. He reported he is anticipating on a cash carryover of \$2,105,000, an increase in sewer rents, and a \$3,200,000 carryover for the Oakhills/Hershey Heights Construction project, with an estimated total revenue receipts of \$10,290,651. Superintendent Mahone reported on Sewer Expenditures. The budget includes increases in wages for the AFSCME employees and social security taxes. An increase cost of chemicals, along with vehicle operating expenses. The cost of engineering services has decreased due to the cost being built into capital outlay. Insurance has increased by about 2.6%. Capital Outlay cost of \$3,850,000, which includes easement acquisition for Oakhill/Hershey Heights, as well as installation and construction inspection of the sewer system, elimination of Janet Street Pumping Station and the elimination of the Breezewood Drive Pumping Station. Commissioner Heiland questioned if the elimination of the pumping stations had to happen next year, or could the project be moved out further. Superintendent Mahone reported that the project could be pushed out, but suggested that the design and the easements should be obtained. Commissioner Elksnis asked if they needed to be removed or can they be repaired. Superintendent Mahone stated that they are small stations, and it is getting to the point mechanicals will need to be replaced, he added that in the long run it is more beneficial to have the stations removed. Commissioner Elksnis asked if one station was more urgent than the other, Superintendent Mahone indicated that Janet Street should take precedence. Commissioner Heiland questioned why is there a decrease projected to actual wages. Superintendent Mahone reported that he included costs to hire a maintenance mechanic II. He added he would like to get someone on board to obtain experience due to possible retirements in the near future. Superintendent Mahone reported that the overall increases were at about a 2.1% at \$10,290,651. Superintendent Mahone next reported on the budget for solid waste, starting with the revenue including the sale of the refuse bags, bins, recyclable materials, he is projecting a 10.87% increase in revenues at \$1,198,800. He stated that there is a possibility that the \$74,000 904 Performance Grant may show up this year, then the funds would be carried over to next year. There were increases in expenses, due to wages, pensions and insurances. The decrease in refuse expenses was due to the bags being bid for two years in 2020 and they will not need to be bid in 2021. There was a decrease in General Expense; in 2020 budget the amount was increased due to the anticipation of having to pay to have the recyclables hauled away, this never occurred. Superintendent Mahone reported a decrease in expenses of 6.9% at \$1,094,300. The committee will review further.

OTHER MATTERS: Commissioner Elksnis reported he discussed the issue of the brown water at the municipal building with WWTP Superintendent Mahone, and his suggestion was to flush the pipes on a regular basis. The building was a school in the past, and plumbing is not being used currently as it was in the past, so the water is sitting in the pipes too long, he also suggested the hot water should be flushed as well.

CITIZEN'S QUESTIONS TO THE COMMITTEE: None.

The meeting was adjourned at 9:56 p.m.

Respectfully submitted,

Donna M. Sweeney  
Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
OCTOBER 6, 2020

The Penn Township Health and Sanitation Committee convened on Tuesday, October 6, 2020 at 7:07 p.m. via an online meeting following the Finance Committee meeting. Present were Chairman Elksnis, Commissioners; Brown, Cromer, Heiland and Van de Castle. Also present were Township Manager Rodgers, WWTP Superintendent Mahone and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the September 1, 2020 Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

OAKHILL HERSHEY HEIGHTS SEWER PROJECT: WWTP Superintendent Mahone reported On September 4, 2020 approval was received from DEP to extend the implementation schedule for the project by five years. The new date for the start of construction shall be no later than June 20, 2025. This provides options to the Township on how quickly to proceed. Since the onset of the COVID issue the cost of material and labor have gone up. GHD has indicated at this point it might be beneficial to wait, at a minimum, until after the new year to go out for bid. GHD has also indicated the township to continue with the easement agreements, and finish the design and shelve the project for a while. If this was to be done, we would have to watch the expiration date for the E&S plan which is July 19, 2024, which can be renewed. The current agreement with Met-ed indicates we need to complete the work in their right of way by January 1, 2024.

Superintendent Mahone stated that work continues in contacting the residents to negotiate for sewer easements and has asked the solicitor to assist. Manager Rodgers stated that seven agreements have been recorded, and three are waiting to be signed at this time.

MULLERTOWN SMOKE TESTING: WWTP Superintendent Mahone reported that USG completed the smoke testing on September 22, 2020. There were several lateral clean out caps that had smoke coming out of them that will need to be repaired. The township is waiting for the final report from USG before contacting residents.

CENTER STREET STREAMBANK RESTORATION: WWTP Superintendent Mahone reported during the last month the Township has purchased materials for the project. ARRC has completed the E&S plan and made the notification per the permit. The project is scheduled to start on October 12, 2020.

LOCAL LIMITS FOR INDUSTRIAL DISCHARGERS: WWTP Superintendent Mahone reported notification of EPA's acceptance of our newly calculated industrial discharge local limits was received on September 30, 2020. The next step is to have the township and all contributing municipalities adopt the new limits. After submitting proof of those adoptions to EPA they will advertise their intent to approve the limits. After a thirty-day comment period, if no objections are received, the limits will be officially approved by EPA.

HANOVER FOODS INC. AND PHOSPHORUS CREDITS: WWTP Superintendent Mahone reported Hanover Foods has indicated they will need to purchase phosphorus credits again this year. They have asked if the Township has any credits to sell and if so would the board consider selling them to Hanover Foods, Inc. With one month left to complete the water year. Hanover Foods needed 688 credits and the Township had 887 phosphorus credits and 8,656 nitrogen credits.

OTHER MATTERS: Mr. Bill Bowman, 3 Oakhill Drive, asked the committee about the status of the H2O Grant. Commissioner Heiland stated that while the project was deemed worthwhile, the township did not receive any funding through this grant. Commissioner Heiland added that we may be able to apply for the H2O grant again in the future.

CITIZEN'S QUESTIONS TO THE COMMITTEE: None.

The meeting was adjourned at 7:26 p.m.

Respectfully submitted,

Donna M. Sweeney  
Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
NOVEMBER 3, 2020

The Penn Township Health and Sanitation Committee convened on Tuesday, November 3, 2020 at 7:12 p.m. via an online meeting following the Finance Committee meeting. Present were Chairman Elksnis, Commissioners; Brown, Cromer, Heiland and Van de Castle. Also present were Township Manager Rodgers, WWTP Superintendent Mahone and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the October 6, 2020 Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Mr. Bill Bowman, 123 Oak Hill Drive, Hanover, PA. Mr. Bowman stated he caught the end of the Finance Committee Meeting held prior to this meeting, and inquired if a budget for next year has been passed. Commissioner Heiland stated that the budget will not be final until the Board of Commissioners' Meeting held in December. Manager Rodgers added the draft budget will be available for public review on Wednesday, December 2, 2020.

OAKHILL HERSHEY HEIGHTS SEWER PROJECT: WWTP Superintendent Mahone reported residents are being contacted to acquire easements for the project.

CENTER STREET STREAMBANK RESTORATION: WWTP Superintendent Mahone reported the installation of the fabric and stone Rip-Rap along the streambank was completed on October 21, 2020. The site restoration and seeding were completed on October 23, 2020.

BIOSOLIDS DISPOSAL CONTRACT: WWTP Superintendent Mahone reported the current biosolids contract with Synagro expired on October 15, 2020. Operation continues under the current contract terms. The new proposed contract will hold the current price per wet ton of 43.74 for the first two years and the remaining three years would be adjusted using the CPI-U. The committee recommended approving the agreement and requested to be added to the Board of Commissioners Meeting agenda.

GRANDVIEW ROAD LINING PROJECT: WWTP Superintendent Mahone reported Abel Recon has the material to do the installation and was going to do the install October 25, 2020. However, Met-Ed was working at the same location for several days which created a conflict. Abel Recon decided to go to another job and will return in a few weeks.

SHREDDING EVENT: WWTP Superintendent Mahone reported the shredding event was held on October 17, 2020. There were 215 vehicles that dropped off 8,000 lbs. of material. We turned away 31 vehicles that were non-residents of Penn Township. The

date of April 24, 2021 has been reserved if the event is to be held again in the spring. The committee agreed to add to the calendar for next year.

OTHER MATTERS: Chairman Elksnis reported due to the situation with COVID there are many families in need, he wanted to propose holding a canned food drive. Chairman Elksnis asked the committee for their thoughts, and if Superintendent Mahone could collect at the recycling center. Superintendent Mahone stated that it would have to be staffed with several more people, and had concerns with weather. Chairman Elksnis proposed asking the boy or girl scouts, or a church group to help with the collection at the recycling center. Manager Rodgers suggested the key club or a service project for South Western High School. Commissioner Van de Castle stated that the township could reach out to New Hope Ministries or God's Meal Barrel. The Committee agreed to do more research and plan the event for next year.

Commissioner Brown requested for 4 Scott Street to be placed on the Health and Sanitation agenda for monthly updates until the situation is resolved. Manager Rodgers stated that Zoning Officer Smith has a plan, and is working on an in house or a contracted option. Once he submits the plans Manager Rodgers will forward to the Commissioners for review. The committee agreed that the project should be placed on the Public Works agenda on a monthly basis until resolved.

CITIZEN'S QUESTIONS TO THE COMMITTEE: Mr. Bill Bowman, 123 Oak Hill Drive, Hanover, PA, wanted to commend Chairman Elksnis on the food drive proposal, the idea is a great statement to the community.

The meeting was adjourned at 7:33 p.m.

Respectfully submitted,

Donna M. Sweeney  
Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
DECEMBER 1, 2020

The Penn Township Health and Sanitation Committee convened on Tuesday, December 1, 2020 at 7:08 p.m. via an online meeting following the Finance Committee meeting. Present were Chairman Elksnis, Commissioners; Brown, Cromer, Heiland and Van de Castle. Also present were Township Manager Rodgers, Assistant WWTP Superintendent Wantz and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: Chairman Elksnis read a summary of the Public Meeting Guidelines.

APPROVAL OF THE MINUTES: The minutes of the November 3, 2020 Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

OAKHILL HERSHEY HEIGHTS SEWER PROJECT: Assistant WWTP Superintendent Wantz reported they continue to contact residents to acquire easements for the project.

CENTER STREET STREAMBANK RESTORATION: Assistant WWTP Superintendent Wantz reported WWTP Superintendent Mahone is in the process of gathering the necessary documents to submit with the reimbursement grant application. The total cost to date is \$31,030.03. Manager Rogers added that the project is almost complete, clarifications regarding an O&M agreement or plan are being worked on with York County Planning Commission and the solicitor.

GRANDVIEW ROAD LINING PROJECT: Assistant WWTP Superintendent Wantz reported Abel Recon has the material to complete the project. The work is scheduled to be completed December 21<sup>st</sup> & 22<sup>nd</sup>.

OTHER MATTERS: Chairman Elksnis reported that planning for a canned food collection in April is moving forward, contact has been made with New Hope Ministries for assistance.

CITIZEN'S QUESTIONS TO THE COMMITTEE: Mr. Bill Bowman, 123 Oakhill Drive asked the committee about the H2O Grant and if and when the township could re-apply. Manager Rodgers stated that the grant is not a yearly grant and could not predict when it would become available. Mr. Bowman asked if there were any other grants that could be applied for. Manager Rogers stated with the current financial climate, it is difficult to project what would become available. Mr. Bowman asked if the project is in the budget. Manager Rodgers reported that it is.

Mr. Jack Corriere, 114 Oakhill Drive, commented that Mr. Bowman addressed most of his questions, but inquired if other avenues are being researched to lessen the cost to the residents, and if not why. Chairman Elksnis stated that they are looking at every available option, and trying to make this as economically feasible as possible. Commissioner Heiland added that the board is completely different from when the resident contribution was initially discussed. He still is in favor of a dollar amount verses a percentage, and will depend on the budget and what the bid for the work will come in at.

The meeting was adjourned at 7:26 p.m.

Respectfully submitted,

Donna M. Sweeney  
Township Secretary