

MINUTES  
HEALTH & SANITATION COMMITTEE  
JANUARY 2, 2024

The Penn Township Health and Sanitation Committee convened on Tuesday, January 2, 2024, at 6:45 p.m., following the Finance Committee Meeting. Present Chairman Berlingo, Commissioners Baile, Brown, Elksnis and Heiland. Also present were Township Manager Ledley, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, WWTP Superintendent Lank, Zoning Officer Smith and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: There were none.

APPROVAL OF THE MINUTES: The minutes of the December 5, 2023, Health and Sanitation Committee Meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

OAK HILL HERSHEY HEIGHTS PROJECT: WWTP Superintendent Lank provided an update, work has slowed, but there are still some residents being tied in. GHD is still working to complete the close out documentation for both Conewago and PSI.

JANET STREET AND BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Lank provided an update, stating that there is currently no activity at Janet Street. The demolition work is still pending completion.

The crew has resumed work on the Breezewood project and has installed a substantial amount of line and manholes up to the pump station location. However, work came to a halt during the holidays. Completing the new line requires careful coordination, particularly in extending the current gravity line through the wet well. This involves tasks such as coordinating power shutdown, implementing bypass pumping for the station, removing pumps, and dismantling the wet well up to the point of connection with the existing gravity line. The team anticipates resuming work on this phase within the next couple of weeks.

CODORUS PUMP STATION: WWTP Superintendent Lank provided an update, reporting that the new pump has been successfully installed, and a company representative was present during the startup procedures. In less than a week the new pump started to leak and had to be shut off. Efforts are underway to have the representative return and provide guidance on addressing the issue. Scheduling a visit has proven difficult due to the holiday period.

TRASH BAG BID: WWTP Superintendent Lank provided an update, stating that the invitation to bid was printed on December 26, 2023, in the Hanover Evening Sun, and again on January 2, 2024. He has already received inquiries from a couple of interested parties. Specifications have been sent to six businesses, and there have been follow-up questions from some of them. The deadline for submitting bids is set for 1 p.m. on January 15th, with bids expected to be delivered to the Township office.

OTHER MATTERS: WWTP Superintendent Lank provided an update regarding the Snyder's untreated discharge that occurred at our facility in November. He is currently collaborating with GHD to determine the most suitable fine and is considering the possibility of imposing additional testing at Snyder's cost.

He reported that all industrial inspections for the year have been completed. Snyder's is actively working on a plan to improve their treatment process and is in the process of installing a discharge meter just before the sampling location. Following our inspection of ESAB, they encountered a pH violation attributed to faulty equipment and operator error. In response, we extended assistance by cross-checking their metering equipment with our lab equipment to ensure accuracy, and they provided samples to our facility. Due to this incident, they also incurred a copper violation, and I am awaiting the remainder of their lab results before issuing a notice of violation. All other industries have shown no outstanding issues.

He reported that the Merchandiser is in the process of being sold, and they have already ceased printing. Our utilization of their services for newsletter distribution and printing copies will be affected. Informal polls indicate that the majority of people do not read the Merchandiser, and consequently, they do not access our newsletter there. He proposed that we continue the practice of making copies available at the recycle center, main office, police department, and on the website. This adjustment could result in significant cost savings, potentially exceeding \$1,500 per year, depending on the quantity of copies for distribution. We have until the end of February to make any decisions; this information is provided for consideration at this point. Commissioner Heiland requested the subject be placed on the agenda for the next committee meeting.

CITIZEN'S QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:

Michael Hoover, residing on Hershey Heights Road, informed the committee that the school districts of South Western, Hanover Public, and Conewago Valley also utilize the Merchandizer to publish information.

The meeting was adjourned at 6:56 p.m.

Respectfully submitted,

Donna M. Sweeney  
Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
FEBRUARY 6, 2024

The Penn Township Health and Sanitation Committee convened on Tuesday, February 6, 2024, at 7:23 p.m., following the Finance Committee Meeting. Present were Chairman Berlingo, Commissioners Baile, Brown, Elksnis and Heiland. Also present were Township Manager Ledley, WWTP Superintendent Lank, and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: There were none.

APPROVAL OF THE MINUTES: The minutes of the January 2, 2024, Health and Sanitation Committee Meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

OAK HILL HERSHEY HEIGHTS PROJECT: WWTP Superintendent Lank has provided an update indicating that work progress appears to have halted, leaving 21 properties still requiring connection. This week, we will be mailing two types of letters to those residents. The first serves as a reminder to those who have initiated the process but have since paused, while the second is directed towards those who have taken no action at all. Both types of letters will be mailed via certified and regular mail.

Additionally, GHD continues to collaborate with Conewago and PSI on the closeout documentation. Some warranty work has been undertaken on both generators at the pump stations, water pumps, and a fuel gauge.

JANET STREET AND BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Lank reported a lack of activity at both sites, attributed to adverse weather conditions including snow and wet weather. They anticipate resuming operations in the coming month.

CODORUS PUMP STATION: WWTP Superintendent Lank provided an update, stating that we were able to secure a technician who conducted on-site repairs with the assistance of our staff. However, we encountered challenges with the manufacturer regarding warranty coverage. Unfortunately, the pump failed again a week later. Our staff promptly addressed the issue, and it has been operating smoothly since then. The recurring problem appears to be a leaking seal on the pump shaft, leading to the infiltration of raw wastewater into the drywell of the station.

TRASH BAG BID UPDATE: WWTP Superintendent Lank has provided an update, reporting that we have received three bids for the trash bags. These bids were opened and read aloud on January 15, 2024, at 1 p.m. Bids that were submitted include Central Polly Corporation at \$20.40 per 100 bags, Interboro Packaging Corporation at \$29.72 per 100 bags, and the lowest bid comes from XL Plastics, offering a rate of \$19.71 per 100 bags, totaling \$88,695.00 for the 450,000-bag order. It's noteworthy that our budget allocation for this purchase is \$140,000.00. The previous order was priced at \$0.23 per bag. I recommend that we award the bid to XL

Plastics during the upcoming Board of Commissioners meeting scheduled for February\_19, 2024.

NEWSLETTER: WWTP Superintendent Lank provided an update regarding our ongoing efforts to address the newsletter printing issue following the shutdown of the Merchandiser. Since last month, we've encountered challenges in incorporating all necessary information into the newsletter and have identified the need to add an additional page (front & back). After obtaining price quotes from printers and considering that the majority of people now view the newsletter electronically, I propose that we proceed with printing 500 copies at Roller Printing, with the additional page, and we'll monitor the demand to determine if additional copies are needed.

These printed copies will remain available at the Municipal Office, police department, and recycling center. The initial printing is estimated to take 2 weeks to complete, with subsequent printing possible within 1 to 2 days.

OTHER MATTERS: WWTP Superintendent Lank reported that we have encountered some process issues, necessitating the draining and refilling of a clarifier. Additionally, we had to increase sludge production to reduce system volume, leading to overtime operation of the centrifuge. It is crucial to maintain close oversight of these challenges as we are scheduled to dismantle the centrifuge on February 22 for repairs. During this period, we will empty a tank and allocate it solely for solids storage until the machine is operational again. It's worth noting that the plant's performance has notably improved, and we have successfully averted any risk of permit violations.

CITIZEN'S QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:

Mr. Bill Bowman of 123 Oak Hill Drive addressed the Committee regarding the Oak Hill/Hershey Heights sewer installation project. He raised inquiries about the number of residents who have not contacted the Township, interest rates, and funding options. WWTP Superintendent Lank responded, stating that he has communicated with bankers, drafted letters on behalf of residents, and referred some individuals to Penn Vest for funding opportunities. Manager Ledley suggested contacting 211 for potential assistance in resolving financial concerns.

Mr. Bowman inquired about the rate of the trash bags. WWTP Superintendent Lank responded there is no rate increase for trash bags.

The meeting was adjourned at 7:53 p.m.

Respectfully submitted,

Donna M. Sweeney  
Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
MARCH 5, 2024

The Penn Township Health and Sanitation Committee convened on Tuesday, March 5, 2024, at 7:31 p.m., following the Finance Committee Meeting. Present were Chairman Berlingo, Commissioners Baile, Brown, Elksnis and Heiland. Also present were Township Manager Ledley, and WWTP Superintendent Lank. The following items were discussed:

ANNOUNCEMENTS: There were none.

APPROVAL OF THE MINUTES: The minutes of the February 6, 2024, Health and Sanitation Committee Meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

OAK HILL HERSHEY HEIGHTS PROJECT: WWTP Superintendent Lank provided an update on the progress of the project. Four additional residents have connected, seven are scheduled to connect, and seven are pursuing financing. There are two residents who have not communicated at all; however, overall, we have responses to all the last letters sent out. We are still awaiting some final documentation and one warranty repair to be completed on a generator.

JANET STREET AND BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Lank reported that once the sewer crew has completed the lateral for Wawa, they are moving to Janet Street to complete the demolition. We are still revisiting plans for the bypass pumping and installation of the work at the Breezewood site, but it should be completed soon.

SHREDDING EVENT: WWTP Superintendent Lank reported that the Shredding Event is also a food drive for New Hope Ministries. The event is scheduled for Saturday, April 20th, from 8 a.m. to 1 p.m.

TRASH BAG BID UPDATE: WWTP Superintendent Lank reported that documentation is being processed. We should have the performance bond from XL Plastics by the end of the week, and then we can proceed with placing an order.

NEWSLETTER: WWTP Superintendent Lank provided an update stating that the first batch of 500 newsletters was distributed very quickly, and he immediately ordered an additional 500, which were delivered the same day as ordered. Commissioner Elksnis had contacted several grocery and convenience stores, so the timing was perfect for the additional delivery. Kim Woltman had already contacted several places and provided the PDF version, and, of course, it was posted in our usual places (Township sign, Facebook, website, etc.). So far, we haven't needed any additional copies, and the recycling center employees are handing them out if asked.

OTHER MATTERS: WWTP Superintendent Lank reported that after the delivery of our centrifuge scroll to the repair facility on February 23rd, they determined that two parts are worn out to

the point that they need to be replaced. The parts are being manufactured and should be completed this week, for a cost of \$12,000. There is a technician scheduled for the week of the 18th to reassemble the machine and to complete the service with all the new bearings and seals. Our staff has been working diligently to make other repairs and modifications to the auxiliary equipment in the centrifuge building while it's out of service.

Superintendent Lank reported that we have been experiencing issues with our mechanical fine screens, as previously mentioned. We were finally able to obtain a quote to retrofit them to a different style of screen, which would resolve our issues and allow for a higher flow through the screens during high flow events. The company originally proposed shipping the screens to Florida but has agreed to send parts and a technician to complete the job onsite. The total cost for both is \$167,214. He is awaiting confirmation if this can be split into two payments.

He would like to attempt to complete at least one retrofit this year, although it is not currently budgeted for. However, there is some money available in the capital expenditure funds. With a lead time of 4 to 5 months, he proposes waiting to execute the task closer to the end of the year in case funds are needed for an emergency. This issue has persisted for over three years, and while we could wait for budgeted funds, the process is suffering due to the additional manual removal of rags and the potential for pump and centrifuge clogging. This also creates a safety concern with all the manual cleaning, which includes having to empty the tanks more often for the staff to enter and remove accumulated debris.

CITIZEN'S QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:

Mr. Jack Corriere of 114 Oak Hill Drive addressed the Committee regarding the Oak Hill/Hershey Heights sewer installation project. He asked if the Township remains on target for the paving of the area. Superintendent Lank stated it is on the agenda for this year, they would like to hold off until most residents have connected. Mr. Corriere added that he has heard from other WWTP employees, and he feels the same that WWTP Superintendent Lank has done a superior job.

The meeting was adjourned at 7:48 p.m.

Respectfully submitted,

Donna M. Sweeney  
Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
APRIL 2, 2024

The Penn Township Health and Sanitation Committee convened on Tuesday, April 2, 2024, at 7:32 p.m., following the Finance Committee Meeting. Present were Chairman Berlingo, Commissioners Baile, Brown, Elksnis and Heiland. Also present were Township Manager Ledley, WWTP Superintendent Lank, and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: There were none.

APPROVAL OF THE MINUTES: The minutes of the March 5, 2024, Health and Sanitation Committee Meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

OAK HILL HERSHEY HEIGHTS PROJECT: WWTP Superintendent Lank provided an update on the project's progress. Since the last meeting, there have been no new connections, but six are scheduled to be completed once the weather clears. Several residents have reached out to us regarding financial assistance or securing loans. Specifically, three residents have paid the \$2,298 tap fee, one has paid the \$7,500 special purpose tap fee, and three have signed payment agreements. Tomorrow, letters will be sent out regarding the \$7,500 fee to those who have not yet paid or signed an agreement, with a deadline to make arrangements by April 26, 2024.

JANET STREET AND BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Lank reported both pump stations have been eliminated and ground restoration has been completed. The only outstanding issue is what and how we go about transferring the properties to the interested neighboring property owners.

SHREDDING EVENT: WWTP Superintendent Lank noted one last reminder that the Shredding and Food Drive event is scheduled for Saturday, April 20<sup>th</sup> from 8 a.m. to 1 p.m. Donations collected during the food drive will be delivered to New Hope Ministries.

TRASH BAG BID UPDATE: WWTP Superintendent Lank reported that the order was placed after all the necessary signatures and bond requirements had been satisfied. Up to this point, we have received two deliveries, totaling 308,000 out of the 450,000 bags ordered, and the remainder is expected to arrive this week or by the 4<sup>th</sup>. As per our standard procedure, we have been randomly inspecting cases for both quality and quantity and thus far, all inspections have yielded satisfactory results.

FINE SCREEN PROJECT: WWTP Superintendent Lank reviewed previous discussions regarding the inefficiency of the current fine screens. The board has generously approved funding for the project this year to retrofit the units. The solicitor has drafted a resolution to transfer funds from our sewer capital reserve fund to the current sewer revenue fund. The manufacturer is ready to commence work as soon as they receive our purchase order. They are currently

finalizing the hydraulic calculations for the retrofitted screens. The Committee recommended approving the resolution.

NEWSLETTER: WWTP Superintendent Lank provided an update that the third order of 500 newsletters was placed on March 14th. The volume of newsletters has significantly decreased since the initial print run, providing us with a good indication of where to start for the next edition. We have spent \$1,230 so far this year, compared to a total expenditure of \$3,565 in 2023 with the Merchandiser (KAPP Advertising). He projected our total expense this year to be approximately \$2,460.

OTHER MATTERS: WWTP Superintendent Lank reported that the centrifuge overhaul was completed on March 21st. They ran the machine extensively to catch up on stored sludge, and within 8 days, they were back to a normal run schedule. It is now operating smoothly and quietly, processing sludge very efficiently, and requiring fewer chemicals as a result.

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

The meeting was adjourned at 7:40 p.m.

Respectfully submitted,

Donna M. Sweeney  
Township Secretary



MINUTES  
HEALTH & SANITATION COMMITTEE  
MAY 7, 2024

The Penn Township Health and Sanitation Committee convened on Tuesday, May 7, 2024, at 7:46 p.m., following the Finance Committee Meeting. Present were Chairman Berlingo, Commissioners Baile, Brown, Elksnis and Heiland. Also present were WWTP Superintendent Lank, and Township Secretary Sweeney. Township Manager Ledley was absent with notice. The following items were discussed:

ANNOUNCEMENTS: There were none.

APPROVAL OF THE MINUTES: The minutes of the April 2, 2024, Health and Sanitation Committee Meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

OAK HILL HERSHEY HEIGHTS PROJECT: WWTP Superintendent Lank provided an update on the project's progress. Since the last meeting, nine additional properties have been connected, and one more is scheduled for next week. There are eight properties left to be connected, five of which are still working on their financing. Two property owners have not made contact with us, so he suggested moving forward with accessing fines if the Committee agrees. Several residents have paid their tapping fee or signed an agreement for a payment plan. Seven residents still have not paid or made an agreement for the special purpose tap fee but have paid the regular tapping fee. Three residents have done nothing toward either tap fee; the last letter sent out had an April 26th deadline. Joao & Bradley is supposed to finish up their punch list this week, and we are trying to schedule another walk-through with the county to close out the project.

JANET STREET AND BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Lank reported that the property from the Janet Street pump station is being transferred to the neighboring property, as per a previous easement agreement. The property for the Breezewood site still needs to be addressed, and the neighbor has already expressed interest at a meeting several months ago.

902 GRANT APPLICATION: WWTP Superintendent Lank reported that the grant application will be submitted this week, requesting 90% of the cost for a new chipper, partial costs for newsletter printing, recycling bins, and the solicitor's fees to update recycling ordinances. He completed the seventeen-plus page pre-application and met with the DEP via a Zoom meeting to discuss the need for more information and guidance on the narrative. We should hear by late August if we are selected to receive grant funds.

SHREDDING EVENT: WWTP Superintendent Lank thanked everyone who participated, as there were 230 vehicles for shredding and 411 vehicles for recycling. Approximately 10,000 pounds of paper were shredded, and 780 pounds of food were collected for New Hope Ministries. The next event has been scheduled for October 12, 2024.

NEWSLETTER: WWTP Superintendent Lank reported that an additional printing of 500 newsletters was required last week as residents were stopping to pay their sewer bills and receiving a newsletter. That brings the total number to 2000 printed for a total cost of \$1,640.00, of which he is seeking (902) grant funds to cover 40% of the printing cost for two years.

FINE SCREEN PROJECT: WWTP Superintendent Lank expressed his gratitude to the Committee for their support and approving the transfer of funds to get this project started. He completed the purchase order and contacted the manufacturer to start the project the day after the last Board of Commissioner meeting.

REFUSE AND RECYCLING CONTRACT: WWTP Superintendent Lank reported that the Township is currently in a three-year contract ending on December 31, 2025, with two single-year extensions available. The recent trash bag order is sufficient to last until the end of 2025. He contacted Penn Waste, which is prepared to fulfill the full contract requirements, including the two-year extension. Penn Waste is willing to attend our next meeting to discuss the program, noting their shift towards an automated system due to labor, insurance, and truck issues. They can offer two separate cart sizes for cost considerations and could use smaller recycling carts to prevent items that should go to the recycling center.

The Committee expressed concerns about how moving towards a toter system would impact funding for programs currently supported by the cost of the bags, such as brush and leaf collection, shredding events, and the recycling center. The Committee agreed that it would be beneficial for the Penn Waste representative to attend the next meeting and decided to start the June 4 meeting at 6 p.m., beginning with Health and Sanitation, followed by the Finance Committee meeting.

OTHER MATTERS: There were none.

CITIZEN'S QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS: Mr. William Bowman had a question by proxy for Jack Corriere. Township Secretary Sweeney will look into the matter.

The meeting was adjourned at 8:07 p.m.

Respectfully submitted,

Donna M. Sweeney  
Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
JUNE 4, 2024

The Penn Township Health and Sanitation Committee convened on Tuesday, June 4, 2024, at 6:00 p.m. Present were Chairman Berlingo, Commissioners Baile, Brown, Elksnis and Heiland. Also present were Township Manager Ledley, WWTP Superintendent Lank, and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: Chairman Berlingo announced there was an executive session held on Monday, June 3, 2024, following the Penn Township Public Works Committee meeting to discuss personnel matters. She further announced that there will be an executive session following the Finance Committee meeting this evening to discuss personnel matters.

Chairman Berlingo addressed the public in attendance, she reported that currently the public is unable to purchase trash bags at Walmart due to their vendor coding system. As soon as they update their system, we will place a notification on our website. There are several other vendor locations listed on our website where you may purchase the bags.

She announced that Joel Washok from Penn Waste will present alternative trash collection options. She noted that the current contract will remain effective until the end of 2025. The purpose of tonight's meeting is not to make decisions but to explore available options. She emphasized the importance of gathering input from attendees regarding their thoughts on the current trash system and encouraged them to submit their feedback and assist throughout the year.

APPROVAL OF THE MINUTES: The minutes of the May 7, 2024, Health and Sanitation Committee Meeting were approved as submitted.

CITIZEN'S COMMENTS:

Ms. Carolyn Boyle, 605 Hammond Avenue, expressed her support for the current bag system. She believes it is fair because each household pays for the trash they produce, unlike other communities with higher flat fees. She acknowledges that while there are occasional issues with the bags, the system overall is economical and fair.

Mr. Gregory High, Grandview Road, expressed his support for the bag system, emphasizing its cost-effectiveness for smaller households. He prefers paying for bags over a set fee, as it means those producing more trash pay more. Gregory also highlighted his use of the recycling center and noted that while some people do not recycle properly, he finds the current system very economical and effective.

Mr. Bill Hoff, 56 Kaitlyn Drive, also supports the bag system, seeing it as fair and proportional to the amount of trash produced. He compared the system to dining out, where larger groups naturally incur higher costs. Bill believes that any new vendor should maintain a proportional payment system, as a flat fee would unfairly burden those who recycle diligently and produce less waste.

Mr. Chris McClellan, 4249 Grandview Road, voiced an opinion against the current bag system, despite its economic aspect. He finds it inconvenient, especially if running out of bags at the last minute. Mr. McClellan prefers single-stream recycling and curbside yard waste pickup, citing difficulties with current recycling and yard waste disposal methods. He mentioned positive experiences with integrated trash services in Carroll County, where bulk trash and yard waste were handled more efficiently. He is willing to pay more for a more convenient and comprehensive system, including single-stream recycling and yard waste collection.

Ms. Bonnie Stiffler, 30 Wilmar Avenue, expressed support for the current bag system but mentioned an issue with some households not adhering to the rules. She noted that some renters in her neighborhood leave trash bags out for extended periods, possibly using non-Penn Township bags, which causes issues with trash pickup and attracts animals.

REFUSE AND RECYCLE CONTRACT FUTURE WITH PENN WASTE REPRESENTATIVE:

Mr. Joel Washok, representing Penn Waste, began by introducing himself as responsible for municipal contracts across York, Lancaster, Cumberland, and Dauphin counties. He reported the waste industry is moving towards automated collection systems, utilizes mobile carts with automated arms for efficient and safer waste handling to reduce worker compensation claims and enhances collection speed. Mr. Washok stated that Penn Waste offers three cart sizes—96-gallon, 64-gallon, and 35-gallon—for both trash and recycling, accommodating different household needs. He explained that costs for these carts can be structured into the contract rate, depending on the municipality's preferences during bidding. He underscored the flexibility in service levels and billing arrangements, noting that while Penn Waste can handle customer service calls, municipalities often manage billing to avoid complications with delinquent accounts. He confirmed that Penn Waste would continue to provide additional services like bulk item pickups, metal collections, and could add seasonal brush pickups under automated collection models. He addressed questions about potential cost increases, citing CPI adjustments as per contract terms, and explained the intricacies of waste disposal costs impacting future pricing. He stated that there is mandatory participation in trash services under state regulations but noted exceptions for temporary service suspensions. Throughout the discussion, Mr. Washok emphasized Penn Waste's readiness to collaborate with Penn Township to tailor a waste management solution that balances service efficiency, cost-effectiveness, and resident satisfaction. He concluded by offering to provide sample carts for residents to evaluate and reiterated Penn Waste's commitment to supporting a smooth transition to modernized waste management practices.

OAK HILL HERSHEY HEIGHTS PROJECT: WWTP Superintendent Lank reported that there has been only one additional connection made since the last update, leaving seven connections still pending. The county officials engaged with four residents last week to discuss their applications for assistance, aiming to expedite the process which, if all proceeds smoothly, is expected to conclude in approximately two months. One resident is pursuing alternative funding options independently, while the solicitor is actively investigating two properties for potential fines. Additionally, a site inspection revealed that Joao and Bradley, the contractors, have remaining soil restoration tasks, and our team has been addressing water drainage issues in the Hershey Heights area, along with restoring the yard where materials were previously stored.

JANET STREET AND BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Lank reported the solicitor is reviewing documentation for a pending agreement for the Breezewood Drive property.

FINE SCREEN PROJECT: WWTP Superintendent Lank reported that the manufacturer required us to take one unit completely offline and remove all access panels to capture detailed images of the internal drive system. This action was necessary as part of ensuring the integrity and functionality of our system, as the upgraded parts which will be assembled on-site with materials shipped directly to us, resulting in significant cost savings compared to shipping them to Florida for assembly. The decision was prompted by issues encountered at another plant where similar practices were attempted, revealing significant wear in the underlying mechanism. By inspecting our system's internal drive system, we aim to verify its condition and suitability for retrofitting. Thus far, the manufacturer has expressed satisfaction with our progress, indicating that we remain on track with our objectives.

NPDES PLANT PERMIT UPDATE: WWTP Superintendent Lank reported that our plant's permit expired on June 30th, 2022, and the Department of Environmental Protection (DEP) typically takes several years to issue a new one, often spanning two to five years due to data analysis and EPA-driven regulatory changes. Recently, DEP issued a comment letter proposing new limits and chemicals for monitoring. We have requested the opportunity to conduct additional testing to demonstrate compliance and show that we currently have no issues with these pollutants. We are collaborating with GHD to review the data, and initial findings suggest promising prospects for potentially reducing some of our monitoring limits.

OTHER MATTERS: WWTP Superintendent Lank reported they recently received radios from the police department, as they upgraded to a new system. They have conducted tests and found that these units provide communication in areas where even cell phones have limited reception, such as Codorus's pump station. Our maintenance mechanic, was able to communicate with Superintendent Lank from inside the pump station underground to his desk, enhancing safety protocols significantly. This capability has proven crucial during alarm calls, ensuring prompt responses and the well-being of personnel. Looking ahead, discussions with the fire chief have indicated a need for additional units as they transition to newer models. Public Works has expressed a requirement for about half a dozen more units, and we are also considering additional units for flexibility in operations.

CITIZEN'S QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:

Carolyn Boyle, 605 Hammond Avenue, raised concerns about the spatial requirements for the mobile cart and its maneuverability in cul-de-sacs with parking on both sides. Mr. Washock responded to her, suggesting that the cart needs at least two feet of clearance on either side to operate safely without obstructions. He then added that crews relocate the cart to a secure area if necessary to use the arm safely, avoiding any potential damage or obstruction. Another topic addressed was the handling of yard waste, with a suggestion that utilizing H&H for free disposal rather than hiring external services could be a cost-effective solution, particularly since

H&H currently accepts yard waste at no charge. She also mentioned utilizing the hazardous waste disposal opportunity at York County, which was well-received and appreciated.

Lenny Rice, 125 Hirtland Avenue suggested a visual demonstration of Penn Township bags next to the toters for better estimation of capacity. He expressed interest in understanding how many bags could fit into different sizes—specifically the 96-gallon compared to the 64-gallon and others. He inquired about potential price variations based on size, assuming smaller sizes would cost less, though acknowledging it would depend on bidding outcomes.

The meeting was adjourned at 7:01 p.m.

Respectfully submitted,

Donna M. Sweeney  
Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
JULY 2, 2024

The Penn Township Health and Sanitation Committee convened on Tuesday, July 2, 2024, at 7:40 p.m. Present were Chairman Berlingo, Commissioners Baile, Brown, Elksnis and Heiland. Also present were WWTP Superintendent Lank, and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: There were none.

APPROVAL OF THE MINUTES: The minutes of the June 4, 2024, Health and Sanitation Committee Meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

REFUSE AND RECYCLE CONTRACT FUTURE: WWTP Superintendent Lank sought guidance from the Committee following last month's discussions with Penn Waste. He proposed inviting a competitor to a future meeting. The Committee agreed to extend an invitation to the October Committee meeting. Updates and additional invitations will be coordinated via email by Superintendent Lank.

TRASH BAGS: WWTP Superintendent Lank reported ongoing issues with Walmart concerning their recognition as a vendor. The local store has been assisting in navigating the corporate website for onboarding. A UPC number has been obtained, and the process is still ongoing, though it has been slow.

Additionally, there were administrative issues with overdue invoices at both Giant Stores. He met with the manager of the Baltimore Street location and explained that Accounts Receivable had identified two deliveries not entered into their system. These deliveries have now been entered, and a receipt was obtained.

Lastly, the Penn Waste letter regarding some alleys pickup location change has been sent, with the pickups scheduled to start next week.

OAK HILL HERSHEY HEIGHTS PROJECT: WWTP Superintendent Lank reported no updates on connections, financing, or responses from the solicitor. The special purpose tapping fee billing has been included with this quarter's sewer billing. Any individual who owes the special fee and did not sign an agreement is being invoiced for the full amount.

BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Lank reported the solicitor is reviewing documentation for a pending agreement for the Breezewood Drive property.

FINE SCREEN PROJECT: WWTP Superintendent Lank reported that he has reviewed the submittals for the new screens with the manufacturer's engineers. The project has moved to the production phase, but a completion date has not yet been established.

ORDINANCES 815 AND 434 UPDATES: WWTP Superintendent Lank reported that two ordinances need to be updated to comply with DEP requirements for qualifying for a 902 Grant. The ordinances in question are the recycling ordinance and the open burning ordinance. These updates must be completed before the 902 Grants can be awarded. He has already submitted the grant application.

SIGNS FOR PLANT AND PUMP STATIONS: WWTP Superintendent Lank reported that signs have been ordered for each building in the plant and for each pump station as part of our ongoing safety and security updates, which were partially prompted by a security assessment conducted last year. Upon completion, we plan to invite the police and fire departments to conduct a walkthrough and provide them with a facility map. Currently, we are coordinating with Zoning Officer Smith to assign addresses to a few pump stations.

SCADA REPLACEMENT UPDATE: WWTP Superintendent Lank reported the SCADA (Supervisory Control and Data Acquisition) system was commissioned on June 20th, and we are in the final stages of completing a few remaining items. It is currently functioning effectively.

OTHER MATTERS: WWTP Superintendent Lank reported receiving an email from Eric Mains of the Borough of Hanover regarding updating the 1988 agreement on sewer allocations and charges. A meeting has been scheduled for July 30th at 10:30 a.m. Commissioners Berlingo and Bale have volunteered to attend, alongside WWTP Superintendent Lank, WWTP Assistant Superintendent Kline, Police Chief Hettinger, Engineer Bortner, and efforts are underway to confirm Attorney Hovis' participation.

Secondly, he reported concerns were raised about potential regulatory changes requiring testing for PFAS and microplastics in sewer operations. It was noted that EPA mandates may necessitate testing influent, effluent, and sludge over a period of four to five years, impacting operational costs and procedures. The specifics of testing costs and laboratory capabilities are being investigated further, with updates to follow via email.

CITIZEN'S QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS: Mr. Jack Corriere, 114 Oak Hill Drive, requested an update on paving in areas where the Oak Hill/Hershey Heights sewer installations have occurred. It was clarified that paving was originally scheduled for fall to avoid summer disruptions and ensure all connections were completed. Concerns were raised about residents not yet connected and potential delays. It was noted that some residents are pursuing county financing, with a timeline possibly extending two more months.

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

Respectfully submitted,

Donna M. Sweeney  
Township Secretary



MINUTES  
HEALTH & SANITATION COMMITTEE  
AUGUST 5, 2024

The Penn Township Health and Sanitation Committee convened on Monday, August 5, 2024, at 6:41 p.m., following the Finance Committee Meeting. Present were Chairman Berlingo, Commissioners Baile, Brown, Elksnis and Heiland. Also present were Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, Zoning Officer Smith, WWTP Superintendent Lank, and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: There were none.

APPROVAL OF THE MINUTES: The minutes of the July 2, 2024, Health and Sanitation Committee Meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

REFUSE AND RECYCLE CONTRACT FUTURE: WWTP Superintendent Lank reported a representative from Republic Services is scheduled to give a presentation at our October committee meeting. He requested to begin the meeting at 6 p.m., the Committee agreed. Additionally, he will continue to explore other available options from service providers.

OAK HILL HERSHEY HEIGHTS PROJECT: WWTP Superintendent Lank reported there have been no new connections recently, but four residents have qualified for county grants. The county covers the cost of hiring the plumber for the connections but does not cover any additional fees. One of the residents, who had previously been unresponsive, has now signed the tapping fee agreement and is preparing to schedule the connection. Currently, we still have seven residents who have not yet connected.

BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Lank reported the solicitor is reviewing documentation for a pending agreement for the Breezewood Drive property.

FINE SCREEN PROJECT: WWTP Superintendent Lank reported the manufacturer has informed him that they expect to receive the remaining materials by the end of this month and estimate that the screens will be completed within two weeks thereafter. Once the screens are finished, he will begin coordinating the shipping and installation schedule.

GRANDVIEW ACRES PROJECT: WWTP Superintendent Lank reported the Grandview Acres project is set to begin. He is currently collaborating with the solicitor to prepare a bid for manholes, as the total cost exceeds the bidding threshold. Typically, they purchase one or two manholes at a time to stay under the threshold, but for this project, ten manholes are needed. The cost per manhole ranges from \$8,000 to \$12,000, depending on height variations.

OTHER MATTERS: WWTP Superintendent Lank reported he along with a delegation from Penn Township, including Commissioner Baile, Police Chief Hettinger, Engineer Bortner, Attorney Hovis, and Assistant Superintendent Kline attended a meeting on July 30<sup>th</sup> at the Borough of Hanover. The meeting involved representatives from surrounding Municipalities and other

attorneys and focused on discussing the flow exchange agreement and formalizing a water shutoff agreement.

The majority of the discussion centered on current conditions and gathering input on future considerations. This meeting was primarily a starting point for opening communication between all parties involved. A draft for the water shutoff agreement will be circulated soon, which appears to be a simpler task compared to finalizing the flow exchange agreement. Currently, we have a list of bullet points to review. Overall, the meeting was productive.

WWTP Superintendent Lank also reported that On Wednesday, July 31st, they underwent an unannounced DEP inspection of the biosolids program. The inspection included a review of records and lab testing equipment, a tour of the plant, and an examination of biosolids processing equipment and storage. The inspection went very well; the inspector praised the plant's appearance and expressed satisfaction with the condition of the processing program. Kudos to the team for their excellent work.

Additionally, over the past few weeks, we have had our clarifiers out of service, one at a time, for intensive cleaning and mechanical upgrades. They replaced deteriorating aluminum parts of the skimmer mechanism with stainless steel to enhance durability and extend the system's lifespan. All counterweight cables, rollers, and floats were also replaced or upgraded. The floats received a UV-blocking coating for better protection and longevity. These clarifiers are original to the plant, so efforts in performing this maintenance are aimed at maximizing their service life. Overall, they are making significant progress in catching up on necessary maintenance.

CITIZEN'S QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:

The meeting was adjourned at 6:45 p.m.

Respectfully submitted,

Donna M. Sweeney  
Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
SEPTEMBER 3, 2024

The Penn Township Health and Sanitation Committee convened on Tuesday, September 3, 2024, at 6:41 p.m., following the Finance Committee Meeting. Present were Chairman Berlingo, Commissioners Baile, Brown, Elksnis and Heiland. Also present were Police Chief Hettinger, Fire Captain Kevin Adams, Engineer Bortner, Zoning Officer LeFevre, WWTP Superintendent Lank, and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: There were none.

APPROVAL OF THE MINUTES: The minutes of the August 5, 2024, Health and Sanitation Committee Meeting were approved as submitted.

CITIZEN’S COMMENTS: There were none.

REFUSE AND RECYCLE CONTRACT FUTURE: WWTP Superintendent Lank reported a representative from Public Services is scheduled to attend the October committee meeting, which will begin at 6 p.m. Confirmation was received via email, and the representative will send a packet to the township to display on the projector during the meeting. The committee requested Superintendent Lank to extend an invitation to the AFSCME union representative and steward to attend the meeting.

OAK HILL HERSHEY HEIGHTS PROJECT: WWTP Superintendent Lank reported there have been no changes regarding Oak Hill and Hershey Heights since the last meeting. The connection process is still pending for residents who are being hooked up with the assistance of county funds.

BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Lank reported the solicitor is reviewing documentation for a pending agreement for the Breezewood Drive property.

FINE SCREEN PROJECT: WWTP Superintendent Lank reported he reached out to the manufacturer again and we should receive notification of completion at any time. Once that notification is received, we will proceed to schedule the installation.

GRANDVIEW ACRES PROJECT: WWTP Superintendent Lank reported all the necessary materials have been ordered and they were able to keep it below the bidding threshold and hope to have this project completed before the end of the year.

NEWSLETTER/SHREDDING EVENT: WWTP Superintendent Lank reported 1,200 copies of the newsletter were ordered and received and distributed to the offices on August 20<sup>th</sup>. To date, \$2,624 has been spent on printing, compared to \$3,565 in 2023, so we're already seeing savings. There were only 120 to 150 copies left over from the spring distribution, so the initial order was reduced to 1,200. He has had discussions with Roller Printing, and there is no minimum or maximum order requirement—50, 100, or 200 copies can be ordered to meet any

additional needs. Commissioner Elksnis offered to take copies to Weis Markets, Giant Markets, and the Smoker's Outlet.

Superintendent Lank reported that the next shredding event is scheduled for Saturday, October 12<sup>th</sup> from 8 am to 1 pm.

2025 BUDGET: Superintendent Lank reported Refuse and recycle expenses have increased by 2.75%, with enough funds left to purchase a year's supply of bags if the contract is extended. The sewer collection budget has seen a significant rise of 35%, primarily due to vehicle and equipment replacements, pump station upgrades, and a planned generator purchase. Excluding capital expenditures, the increase is less than 1%. Salaries have not been factored in yet, but a 25% increase in health insurance is anticipated. Sewer disposal costs have risen by 9.6%, or 4.5% when excluding capital outlay, with vendors indicating a minimum 5% increase in costs for next year. There was discussion about a flow swap with Grandview Acres, which will add 132 EDUs to the borough. Changing to a toter service could significantly alter the budget, removing the need for current collection costs. Commissioner Heiland reminded the department heads to update and share any budget changes promptly, and he suggested using SharePoint for live document collaboration in the future. Superintendent Lank is also monitoring potential grants for the coming year.

OTHER MATTERS: WWTP Superintendent Lank reported he received a call from DEP, followed by an email, regarding a 902 grant application for the chipper. We're currently under review, and they requested proof of the passed ordinances. Secretary Sweeney provided all the official copies, which we forwarded to them. They're satisfied with the documentation and mentioned that decisions on the allocation of funds should be made within a couple of weeks.

CITIZEN'S QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS: Mr. Rob Gunnarsson, 48 Cardinal Drive, questioned the committee about the potential shift to a bin system for trash collection instead of the current bag collection method. The Committee clarified that various options are being considered. The current bag system contract extends until 2026, with the base contract ending at the end of next year. There are two optional years available, which include set increases based on the Consumer Price Index (CPI). It was explained that CPI measures inflation, and for example, a 3.7% CPI increase would result in a corresponding increase in costs for trash pickup. He added that there's another rumor circulating that the price of trash bags is set to increase at the end of this year. Commissioner Heiland responded that we currently have no plans to raise prices and no discussion has taken place. Superintendent Lank added that Walmart has stopped selling trash bags due to an issue with their inventory system, specifically a barcode and programming problem. This decision was entirely on their part and had nothing to do with the township's efforts. Once Walmart stopped selling the bags, customers went to other stores like Giant, which subsequently ran out of stock due to the increased demand.

Mr. Gunnarsson asked about arranging a tour of the wastewater treatment plant for his boy scout troop. Superintendent Lank mentioned that a previous manager put a stop to such tours due to concerns over child safety laws and background checks, he expressed a willingness to resume them, as they enjoy conducting these tours and have hosted a few groups. Mr. Gunnarsson brought up the request because one of the boys needs the tour for a rank advancement related to environmental issues. Secretary Sweeney was instructed to verify with

our insurance provider whether we can conduct tours and if there are any required forms or waivers to ensure all necessary precautions are in place.

The meeting was adjourned at 6:54 p.m.

Respectfully submitted,

Donna M. Sweeney  
Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
OCTOBER 1, 2024

The Penn Township Health and Sanitation Committee convened on Tuesday, October 1, 2024, at 6:00 p.m. Present were Chairman Berlingo, Commissioners Baile, Brown, Elksnis and Heiland. Also present were WWTP Superintendent Lank, and Township Manager Sweeney. The following items were discussed:

ANNOUNCEMENTS: Chairman Berlingo announced that there was an executive session held September 16, 2024, following the Board of Commissioners' Meeting to consult with council regarding legal and personnel matters. Additionally, she announced the residential shredding event will be held Saturday, October 12, 2024, at the recycling center. There will be an executive session held this evening following the Finance Committee meeting to discuss personnel matters.

APPROVAL OF THE MINUTES: The minutes of the September 3, 2024, Health and Sanitation Committee Meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

REFUSE AND RECYCLE CONTRACT FUTURE: Mr. Andy Warntz of Republic Services attended the meeting to provide an overview of their refuse and recycling services. He emphasized the industry's shift toward automation, driven by several key factors: improving worker safety by reducing the risk of injury from manual lifting, increasing efficiency by speeding up collection times, and lowering operational costs in the long run. Automation also helps reduce labor shortages and minimizes human error, leading to more consistent and reliable service.

OAK HILL HERSHEY HEIGHTS PROJECT: WWTP Superintendent Lank reported the four properties that were approved for York County grants were all connected the week of September 23<sup>rd</sup>. There are three properties that still need to be connected, and the township is working with the solicitor.

BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Lank reported the solicitor is reviewing documentation for a pending agreement for the Breezewood Drive property.

FINE SCREEN PROJECT: WWTP Superintendent Lank reported that last week, two technicians from the company arrived to install the first fine screen. With short notice, a crane had to be scheduled to ensure safer installation. The screen was installed on the second day, but it encountered issues with binding and improper operation. The technicians, who are based in Florida, had to return home to prepare for the impending hurricane. They have returned today to complete the installation and get the system fully operational. The next installation is scheduled for later this month.

GRANDVIEW ACRES PROJECT: WWTP Superintendent Lank reported that the sewer crew began preparations on Monday, September 23<sup>rd</sup>, by setting up fencing and installing erosion and

sediment controls. However, work was halted due to rain and the need to install an additional section of sediment control. The township has the required pipe and the first two manholes ready to proceed as soon as the weather improves

NEWSLETTER/SHREDDING EVENT: "WWTP Superintendent Lank reported that an order has been placed for an additional 500 copies of the newsletter, bringing the total to 1,700. This edition appears to be more popular due to the number of fall and winter events. A final reminder: the shredding event is scheduled for Saturday, October 12, from 8 a.m. to 1 p.m.

2025 BUDGET: Superintendent Lank reported that he provided a brief overview of his budget at the September Committee meeting. He plans to meet with his two committee members soon for a more in-depth review.

BOROUGH OF HANOVER REVISED PRETREATMENT PROGRAM LOCAL LIMITS: WWTP Superintendent Lank presented a resolution to revise the local limits for the Borough of Hanover. He further explained wastewater plants with an EPA-approved and regulated pretreatment program, like ours, are required to periodically review and adjust local limits to protect the plant, receiving waters, workers, and sludge disposal. This ensures that contaminants in wastewater do not end up in our creek or on farms through sludge application. These limits must be re-evaluated regularly and adopted by both municipalities, as sewage flows across boundaries. For example, Utz on Broadway discharges into our system, but since it's located in the borough, billing must go through them. While our local limits must be adopted by the borough for industries within their boundary, our limits may differ from theirs based on how our plant operates. This process is standard practice and nothing out of the ordinary. The committee recommended adopting the new limits.

OTHER MATTERS: WWTP Superintendent Lank reported that a draft of the plant's NPDES permit from DEP has been received. He is currently reviewing the information and noting items to contest or address. He will collaborate with GHD to prepare a response to DEP. In the meantime, the draft will be published for public comment in the Pennsylvania Bulletin, and a copy has been posted at the plant entrance, as required, for the next 30 days. An earlier draft allowed contesting certain items by re-sampling and submitting the data to DEP, which resulted in the removal of some items from the permit. As expected, testing for PFAS in four forms will be required, along with some new parameters to be tested and reported, though no limits have been set at this time.

CITIZEN'S QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:

The meeting was adjourned at 6:51 p.m.

Respectfully submitted,

Donna M. Sweeney  
Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
November 5, 2024

The Penn Township Health and Sanitation Committee convened on Tuesday, November 5, 2024, at 7:15 p.m. Present were Chairman Fanelli, Commissioners Baile, Brown, Elksnis and Heiland. Also present were WWTP Superintendent Lank, Assistant WWTP Superintendent Kline, Township Manager Sweeney, and Assistant Township Manager Klinefelter. The following items were discussed:

ANNOUNCEMENTS: There were none.

APPROVAL OF THE MINUTES: The minutes of the October 1, 2024, Health and Sanitation Committee Meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

REFUSE AND RECYCLE CONTRACT FUTURE: WWTP Superintendent Lank discussed the current trash contract is set to expire at the end of 2025. The commissioners need to decide if they are going to put it out for bid or to extend the current contract for another year. Commissioner Heiland suggested setting a deadline that the Commissioners need to decide by. Superintendent Lank is going to work on the bid specs for the next meeting. The commissioners discussed the pay as you throw program versus the tote program. Commissioner Heiland discussed having two tote sizes for the residents. WWTP Superintendent Lank said he will do some research to see how other Municipalities handled going away from the pay as you throw program to totes, and how they shared the change with their residents. The Commissioners talked about the option of temporarily turning service off for residents who go South for the winter months. Commissioners said they can review the draft bid at the next meeting.

OAK HILL HERSHEY HEIGHTS PROJECT: WWTP Superintendent Lank reported there are three properties that still need to be connected, and the township is working with the solicitor.

BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Lank reported the solicitor is reviewing documentation for a pending agreement for the Breezewood Drive property.

FINE SCREEN PROJECT: WWTP Superintendent Lank reported that the second screen was installed the prior week, and they are already seeing an improvement at the plant. Superintendent Lank said as they clean and maintain tanks, the more improvement to the system they will see.

GRANDVIEW ACRES PROJECT: WWTP Superintendent Lank reported the project is 35% complete. They are waiting for some items that are back ordered.

SHREDDING EVENT: WWTP Superintendent Lank reported the event that was held Saturday, October 12<sup>th</sup> was a success. They collected 3 ½ tons of paper. They are looking to have the next event, potentially on April 26, 2025. In conjunction with the event, they would also have the food drive with New Hope Ministries.



2025 BUDGET: Commissioner Heiland went through an overview of the draft budget with WWTP Superintendent Lank. Township Manager Sweeney will be updating the insurance numbers on the budget. Vehicle expenses for Recycle were over budget due to the MAC truck breaking down and needing maintenance. It was also explained that the maintenance budget for some of the vehicles has increased due to upcoming maintenance that may be needed. The commissioners discussed the budget for the trash bags and if it needed to be in the budget. Superintendent Lank discussed items that are split between Public Works and WWTP. The need for a generator at the Colonial pump station in case of electrical issues was reviewed. It is proposed in the budget to replace the current fencing at the wastewater plant as it is old and weakening in spots. Superintendent Lank discussed with the Commissioners increasing the base sewer bill rate in the future. Commissioner Heiland said this topic should be a separate agenda item in the future.

OTHER MATTERS: WWTP Superintendent Lank reported that he and Assistant WWTP Superintendent Kline are working with GHD on the response to DEP for our draft NPDES permit.

CITIZEN'S QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS: Resident Lenny Rice questioned if all residents would be required to have a tote in the next contract. He said that he has noticed some residents do not use the bag program currently and is unsure what they are doing with their trash. The Commissioners stated that everybody will be required to have a tote.

The meeting was adjourned at 8:16 p.m.

Respectfully submitted,

Laura Klinefelter  
Township Secretary

MINUTES  
HEALTH & SANITATION COMMITTEE  
December 3, 2024

The Penn Township Health and Sanitation Committee convened on Tuesday, December 3, 2024, at 7:06 p.m. Present were Chairman Fanelli, Commissioners Baile, Brown, Elksnis and Heiland. Also present were WWTP Superintendent Lank, Assistant WWTP Superintendent Kline, Township Manager Sweeney, and Assistant Township Manager Klinefelter. The following items were discussed:

ANNOUNCEMENTS: There were none.

APPROVAL OF THE MINUTES: The minutes of the November 5, 2024, Health and Sanitation Committee Meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

REFUSE AND RECYCLE CONTRACT FUTURE: WWTP Superintendent Lank reviewed the draft bid proposal with the Committee. The Committee reviewed the bid proposal and discussed items like tote sizes and residents being able to request to skip a quarter. Superintendent Lank is going to send the bid to the York County Recycling Coordinator Mindy Waltemyer to have her review and give suggestions. The bid will then be sent to the Solicitor to review as well.

OAK HILL HERSHEY HEIGHTS PROJECT: WWTP Superintendent Lank reported there are three properties that still need to be connected. One property has been sold and has 90 days to connect. The other property is up for sale, and they understand it will need connected within 90 days of the sale. This will leave just one property left to be connected.

BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Lank reported the solicitor is reviewing documentation for a pending agreement for the Breezewood Drive property.

GRANDVIEW ACRES PROJECT: WWTP Superintendent Lank reported the project is still 35% complete. They were unable to work on the project this month.

902 Grant: WWTP Superintendent Lank discussed the breakout of funds that were sent out to the Commissioners. There was money received in the grant that may not be used because it was allocated for recycling bins, and they may not be need depending on the direction we take with our contract.

OTHER MATTERS: WWTP Superintendent Lank reported that they will be working on the annual inspections for the industries to ensure proper discharge to the plant.

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

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

Respectfully submitted,

Laura Klinefelter

Township Secretary