

MINUTES
HEALTH & SANITATION COMMITTEE
JANUARY 5, 2021

The Penn Township Health and Sanitation Committee convened on Tuesday, January 5, 2021 at 7:13 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: Chairman Elksnis read a summary of the Public Meeting Guidelines.

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

CITIZEN'S COMMENTS: None.

OAKHILL HERSHEY HEIGHTS SEWER PROJECT: WWTP Superintendent Mahone reported they continue to contact residents to acquire easements for the project. Chairman Elksnis presented the committee with an ordinance for condemnation of two sites needed for the project. The committee agreed to add this to the Board of Commissioners Meeting Agenda.

CENTER STREET STREAMBANK RESTORATION: WWTP Superintendent Mahone reported the township is waiting to receive an Operations and Maintenance plan from ARRC so we can complete the reimbursement application for the York County Planning Commission Countywide Action Plan Grant.

GRANDVIEW ROAD LINING PROJECT: WWTP Superintendent Mahone reported Abel Recon was on site on December 21 and 22 to prepare the two sections of eight-inch sewer main and install a liner. They were able to install the liner in one section of line between manholes 41-9 and 41-10. They were planning to install the other section on December 23rd but their flagging crew never arrived. Consequently, they pulled off the job due to the holidays. They came back on January 4th and 5th to finish the installation of the last section of liner.

NEWSLETTER: WWTP Superintendent Mahone reported the Spring/Summer Newsletter will be delivered in the April 5, 2021, Merchandiser and the deadline for submissions are March 2, 2021.

OTHER MATTERS: WWTP Superintendent Mahone reported that notification was received that York County Solid Waste has reinstated the collection of electronics for recycling. Superintendent Mahone and Manager Rodgers had agreed to begin accepting for York County residents on Monday, January 11, 2021.

CITIZEN'S QUESTIONS TO THE COMMITTEE: Mr. Bill Bowman, 123 Oakhill Drive, wanted to talk about funding for the Oak Hills/Hershey Heights project, he asked what would happen to the budget if there was a way to satisfy DEP without doing the project. Chairman Elksnis asked for clarification. Mr. Bowman stated that there is a way to continue as it is. Commissioner Heiland stated that it would be paid out of the sewer fund, and then recoup by the residents. Chairman Elksnis again asked Mr. Bowman how DEP would be satisfied by not doing the project, and Mr. Bowman stated he would like to meet to discuss.

Mr. Jack Corriere, 114 Oakhill Drive, had a question on the budget under capital outlay, what is the amount compared to last year. Manager Rodgers stated that last year the budgeted amount was 2.38 million, this year it is 3.85 million. Manager Rodgers added that it was increased about a million for the installation for the Oak Hills/Hershey Heights project, along with construction inspection over what was in the 2020 budget.

Jim Miner, 70 Oak Hill Drive, had a question about what properties are being condemned for the pumping stations. Commissioner Elksnis stated, there are two; one on Oak Hill Drive, and one on Hershey Heights. Chairman Elksnis stated that residents refuse to reply to the letters that have been sent regarding the project.

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

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
FEBRUARY 2, 2021

The Penn Township Health and Sanitation Committee convened on Tuesday, February 2, 2021 at 7:04 p.m. via an online meeting following the Finance Committee 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. Commissioner Cromer was absent with notice. The following items were discussed:

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

APPROVAL OF THE MINUTES: The minutes of the January 5, 2021 Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

OAKHILL HERSHEY HEIGHTS SEWER PROJECT: WWTP Superintendent Mahone reported they continue to work with the solicitor to send additional certified letters to residents that have not responded to previous requests to acquire easements for the project.

CENTER STREET STREAMBANK RESTORATION: WWTP Superintendent Mahone reported the Operation and Maintenance plan has been received from ARRC for the project. The grant application can now be completed and submitted to the York County Planning Commission for reimbursement.

ELIMINATION OF JANET STREET AND BREEZEWOOD DRIVE PUMPING STATIONS: WWTP Superintendent Mahone reported Township Engineer Bortner has developed a preliminary design for the installation of gravity sewer that can eliminate these stations. To continue to move forward they need to conduct an environmental study of the sites and have them surveyed. The plan is to complete most of the design in house and complete the installation with Township personnel.

SHREDDING EVENT / FOOD DRIVE: WWTP Superintendent Mahone reported he has contacted New Hope Ministries and worked out the details for collecting food during the shredding event. They have created an announcement of the event which will be posted on the Township website, Facebook page and the township newsletter.

NEWSLETTER: WWTP Superintendent Mahone reported the Spring/Summer Newsletter will be delivered in the April 5, 2021, Merchandiser. The deadline for submissions is March 2, 2021.

OTHER MATTERS: None.

CITIZEN'S QUESTIONS TO THE COMMITTEE: There were several residents present who wished to express concerns about the installation of the sewer at Oak Hill and Hershey Heights. These concerns included the time-line, cost, and easements that will be involved. Those in attendance were Anthony Gerecht, 1075 Beaver Creek Road, Joan Potter, 961 Beaver Creek Road and William Bowman, 123 Oak Hill Drive.

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

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
MARCH 2, 2021

The Penn Township Health and Sanitation Committee convened on Tuesday, March 2, 2021 at 7:07 p.m. via an online meeting following the Finance Committee meeting. Present were Chairman Elksnis, Commissioners; Brown, Cromer, and Heiland. 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 February 2, 2021 Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

OAKHILL HERSHEY HEIGHTS SEWER PROJECT: WWTP Superintendent Mahone reported they continue to work with the solicitor and residents to obtain the easements necessary for the project. There is a meeting scheduled for March 5, 2021 with GHD and staff to review the plans and notes for the bid specification. Chairman Elksnis reported at the last meeting several of the residents expressed comments regarding the timeline, cost, and options for payment. Chairman Elksnis addressed those questions by reporting the estimated timeline is to have the project completed by the summer of 2023. He added easement agreements are continuing to be acquired and the township has approximately fifty percent of those that are needed. On October 1, 2021, the project will be put out to bid, with projected award date of November 2021, with construction to start, weather permitting, February or March of 2022. The estimated cost to the residents should be anywhere from \$10,000 to \$15,000 plus tapping fee, offering several payment options beginning at time of connection, with interest rates not to exceed 6%.

CENTER STREET STREAMBANK RESTORATION: WWTP Superintendent Mahone reported the York County Planning Commission approved the grant reimbursement submission and the township will be receiving a check for \$26,970.66.

ELIMINATION OF JANET STREET AND BREEZEWOOD DRIVE PUMPING STATIONS: WWTP Superintendent Mahone reported Hanover Land Services has been instructed to begin the survey and environmental study for this project. The property owners that would be impacted by these studies have been notified by mail.

SHREDDING EVENT / FOOD DRIVE: WWTP Superintendent Mahone reported plans are finalized with Shredding Solutions and New Hope Ministries for the shredding and food drive event. The date of the event is April 24, 2021 from 8 am to 1pm. The event is for Penn Township residents only and ID will be required. Commissioner Brown stated

that Police Chief Hettinger would be contacting Superintendent Mahone to work out logistics with the drug take back day. Commissioner Heiland stated that the drug take back program would function better at the Police Station as not to confuse the public. Commissioner Brown requested Manager Rodgers contact Chief Hettinger regarding moving the location of the drug take back event to the Police Station.

NEWSLETTER: WWTP Superintendent Mahone reported the Spring/Summer Newsletter will be sent to the Merchandiser this week and delivered to the residents in the April 5, 2021 edition.

902 GRANT REIMBURSEMENT: WWTP Superintendent Mahone reported he received notification from DEP that the reimbursement grant application has been approved. The township will be receiving \$349,999. These funds were expended for a leaf vac truck, and multi-grapple, recycling bins, and the construction of the recycling drop off center.

OTHER MATTERS: None.

CITIZEN'S QUESTIONS TO THE COMMITTEE: Mr. William Bowman, 123 Oak Hill Drive, asked the committee if there were any changes to the design of the Oak Hill Sewer Project. Manager Rodgers stated that there were very minimal changes, and the property owners involved have been contacted. Mr. Bowman commended Chairman Elksnis on the project timeline. Chairman Elksnis briefly summarized the history of the Oak Hills/Hershey Heights Sewer Project.

The meeting was adjourned at 7:36 p.m.

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
APRIL 6, 2021

The Penn Township Health and Sanitation Committee convened on Tuesday, April 6, 2021 at 7:17 p.m. via an online meeting following the Finance Committee meeting. Present were Chairman Elksnis, Commissioners; Black, Brown, Cromer, and Heiland. Also present were Township Manager Rodgers, WWTP Superintendent Mahone and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: Commissioner Heiland stated there will be an executive session held following the Health & Sanitation Committee meeting.

Chairman Elksnis read a summary of the Public Meeting Guidelines.

APPROVAL OF THE MINUTES: The minutes of the March 2, 2021 Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

OAKHILL HERSHEY HEIGHTS SEWER PROJECT: WWTP Superintendent Mahone reported with the Board of Commissioners decision to proceed with the filing of eminent domain for 841 Hershey Heights Road, GHD has been adjusting the plans and easements that will change with the relocation of the Hershey Heights pumping station. The township has received the highway occupancy permit; therefore, they can pot hole the Columbia Gas transmission line to determine the actual depth of the line, the excavation is scheduled for next week.

JANET STREET AND BREEZEWOOD DRIVE SEWER PROJECT: WWTP Superintendent Mahone reported Hanover Land Services is continuing to collect the field data for both of the locations. When the township receives the surveyed plans, the design can be finalized for the gravity sewer lines and determine what easements will be needed for the projects.

SHREDDING EVENT / FOOD DRIVE: WWTP Superintendent Mahone reported plans are finalized with Shredding Solutions and New Hope Ministries for the shredding and food drive event. The date of the event is April 24, 2021 from 8 am to 1pm. The event is for Penn Township residents only and ID will be required.

OTHER MATTERS: None.

CITIZEN'S QUESTIONS TO THE COMMITTEE: Mr. William Bowman, 123 Oak Hill Drive, requested an update on the meeting with GHD last month and the cost of the project. Chairman Elksnis stated that since meeting with GHD two years ago, the cost has increased approximately \$220,000.00. Mr. Bowman further asked regarding the

time line of the project. Chairman Elksnis stated that the goal for completion is the summer of 2023.

Mr. Jack Corriere, 114 Oak Hill Drive, asked the committee what is the difference of the Janet Drive and Breezewood pumping station repair, and the project at Oak Hill/Hershey Heights. WWTP Superintendent Mahone stated that this is a maintenance issue, and it is more economical to install the gravity sewer lines then to refurbish the existing pumping station that are approximately thirty years old. Mr. Corriere asked since new lines are being installed, are those residents paying for the installation. Commissioner Cromer stated that the residents in that area have been served and paying for public sewer for many years, which includes the maintenance of the infrastructure. Mr. Corriere asked the committee if they have looked at additional forms of financial help for the residents of the sewer installation at Oak Hill and Hershey Heights. Chairman Elksnis stated that they are looking and hopeful for assistance for the residents. Mr. Corriere asked Manager Rodgers about the relocation of the light pole on his property, at the corner of Oak Hill Drive and Beaver Creek Road. Manager Rodgers stated that it will be relocated in the right of way at the discretion of Met Ed.

Mr. Bowman stated that Penn Township has a resident living with the Corriere's, Mr. Corriere's mother in law is turning 100 years old. Commissioner Brown requested Manager Rodgers to prepare a proclamation for the Board of Commissioners Meeting.

The meeting was adjourned at 7:36 p.m.

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
MAY 4, 2021

The Penn Township Health and Sanitation Committee convened on Tuesday, May 4, 2021 at 7:05 p.m. following the Finance Committee meeting. Present were Chairman Elksnis, Commissioners; Black, Brown, Cromer, and Heiland. Also present were Township Manager Rodgers, WWTP Superintendent Mahone and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: There were none.

APPROVAL OF THE MINUTES: The minutes of the April 6, 2021 Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

OAKHILL HERSHEY HEIGHTS SEWER PROJECT: WWTP Superintendent Mahone reported the township continues to work on obtaining easements and property for the project. On April 12, 2021, the sewer crew completed a pot hole excavation to determine the depth of the Columbia Gas transmission line on Broadway. GHD has added this data to the plans and will be sending in the request for permission to cross their line with the new force main. GHD is also looking at the land beside the Public Works Building to see if the area would be suitable to place the fill from the project. Superintendent Mahone stated that this would save approximately \$150,000 in disposal cost. Manager Rodgers added that some of the fill may be used at Young's Woods and the Community Park.

JANET STREET AND BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Mahone reported Hanover Land Services has completed the survey for both areas. They are working to establish the proper property lines at the Janet Street site, once completed they will provide the township with a plan that can be used for the design. After design is completed, the township will need to work on obtaining easements.

SHREDDING / FOOD DRIVE EVENT: WWTP Superintendent Mahone reported the event was held on April 24, 2021, from 8 am-1pm. There were 343 vehicles that dropped off 13,750 lbs. of material to be shredded, and 503 vehicles that went through the recycling drop off side. There were 1,386 lbs. of food collected for New Hope Ministries. Seventeen vehicles were turned away from the shredding event that were not Penn Township residents. Chairman Elksnis thanked everyone for their participation in making this a successful event. He also wanted to relay a special thank you to Joe Thomas, employee at the recycling center as it was his initial idea to add the food donation collection. Chairman Elksnis added he would like to consider holding the food donation collection again in the Spring of 2022. Superintendent Mahone asked the

Committee if October 23, 2021, would work for the fall shredding event. The Committee recommended scheduling the date.

COMMUNITY AID THRIFT STORE & DONATION CENTER: WWTP Superintendent Mahone reported the township received a restructured agreement from Community Aid. The previous contract was from seven to ten years ago for nine cent a pound. When COVID hit, many people were dumping junk at the collection bins causing their trash collection costs to escalate. The restructured agreement is for four cents a pound for collection of materials from the drop off bin. The Committee had no issues with the recommending approval of the agreement.

OTHER MATTERS: WWTP Superintendent Mahone requested the Committee to consider the Township hiring a part time employee for the recycling center. He reported that on average 227 vehicles are unloaded at the recycling center each day. Commissioner Heiland asked if the position was in the budget, and Manager Rodgers stated that it was. The Committee had no issues, Manager Rodgers will post the position.

CITIZEN'S QUESTIONS TO THE COMMITTEE: Mr. Bill Bowman, 123 Oak Hill Drive, and Mr. Jack Corriere, 114 Beaver Creek Road wanted to thank the Commissioners for the proclamation honoring Mr. Corriere's mother-in-law's 100th birthday.

Several residents had questions regarding the Oak Hill/Hershey Heights Sewer Project. The residents in attendance were Mr. Bill Bowman, Mr. Jack Corriere, and Mr. & Mrs. Michael Potter, 961 Beaver Creek Road.

The meeting was adjourned at 7:46 p.m.

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
JUNE 1, 2021

The Penn Township Health and Sanitation Committee convened on Tuesday, June 1, 2021 at 7:06 p.m. following the Finance Committee meeting. Present were Chairman Elksnis, Commissioners; Black, Brown, and Cromer. 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: Chairman Elksnis announced there would be an executive session following the meeting this evening.

APPROVAL OF THE MINUTES: The minutes of the May 4, 2021 Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

OAKHILL HERSHEY HEIGHTS SEWER PROJECT: WWTP Superintendent Mahone reported he met with GHD on May 20, 2021, to review the final layout of the force mains for the projects. GHD has submitted a plan to Columbia Gas requesting permission to cross their transmission line.

The Township continues to look at using the land beside the Public Works building as an approved dump site for the project. GHD is going to develop a plan showing how the estimated nine thousand cubic yards of material will affect the lot. The Public Works department will be digging nine test pits to see how much top soil is on the lot to determine if we can harvest any while filing the site.

GHD will be applying for a highway occupancy permit for the installation of the force mains in the near future.

After the Township obtains ownership of the land for the pumping station along Broadway, an additional highway occupancy permit will need to be obtained for the driveway into the pumping station.

JANET STREET AND BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Mahone reported that he along with Township Engineer Bortner met with Hanover Land Services on June 1, 2021, to discuss a layout for the gravity sewer and to discuss the current width of an existing storm water easement. There is a discrepancy between two different plans. One plan indicated a thirty foot right of way and the other indicated a fifty foot right of way. Hanover Land Services will research the property deeds for any references to the right of ways.

904 RECYCLING PERFORMANCE GRANT FOR 2020: WWTP Superintendent Mahone reported he completed and submitted the performance grant application on May 21, 2021. The initial calculation sheet indicates the Township should receive around \$80,000. This grant was for the material recycled by the Township in 2020.

OTHER MATTERS: There were none.

CITIZEN'S QUESTIONS TO THE COMMITTEE: Mrs. Cindy Staley, 865 Hershey Heights Road, had questions regarding a utility pole on Hershey Heights Road.

Several residents had questions regarding the Oak Hill Hershey Heights Sewer Project. The residents in attendance were Mr. Bill Bowman, 123 Oak Hill Drive, and Mr. Jack Corriere, 114 Beaver Creek Road.

The meeting was adjourned at 7:22 p.m.

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
JULY 6, 2021

The Penn Township Health and Sanitation Committee convened on Tuesday, July 6, 2021 at 7:24 p.m. following the Finance Committee meeting. Present were Chairman Elksnis, Commissioners; Black, Brown, Cromer and Heiland. Also present were Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, WWTP Superintendent Mahone, Zoning Officer Smith and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: Commissioner Heiland announced there would be an executive session following the meeting this evening.

APPROVAL OF THE MINUTES: The minutes of the June 1, 2021 Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

OAKHILL HERSHEY HEIGHTS SEWER PROJECT: WWTP Superintendent Mahone reported the Township continues to pursue the acquisition of the land and sewer easements needed for this project. The Highway Occupancy permit has been received from PennDOT for the installation of the force main along Broadway which will expire on June 26, 2022. On June 18, 2021 a request was submitted for electric service from Met-Ed for both pumping station sites.

JANET STREET AND BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Mahone reported there was a meeting with Hanover Land Services on May 29, 2021, to determine the proposed layout of the sewer line at Janet Street. Hanover Land Services have created a plan and profile of the proposed line. The next step will be to pot hole for the existing utilities where the township will cross them with the new line to see if there are any conflicts. If there are no conflicts, easement plats and descriptions will be created and the property owners involved will be contacted.

PROPOSED FILL SITE BESIDE PUBLIC WORKS BUILDING: WWTP Superintendent Mahone reported GHD finished the cut and fill report for the site beside the Public Works building. There appears to be enough room for close to twelve thousand cubic yards of material. The estimated amount of spoils from the project is nine thousand cubic yards. They also test pitted nine locations around the site and determined there is twelve to sixteen inches of top soil throughout the site. Half of that could be harvested for use by the Township in the future and would also allow for more fill at the site. Superintendent Mahone reported that if the Board agrees with using the site, the Township should start to develop an E&S plan for approval by York County as soon as possible, so we can include the approved site availability in the bid specifications.

NEWSLETTER: WWTP Superintendent Mahone reported the Fall & Winter Newsletter is scheduled for delivery the week of September 20, 2021. He requested that if anyone would like to include an article please have it submitted to him by August 19, 2021.

OTHER MATTERS: There were none.

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

The meeting was adjourned at 7:36 p.m.

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
AUGUST 2, 2021

The Penn Township Health and Sanitation Committee convened on Monday, August 2, 2021 at 7:40 p.m. following the Finance Committee meeting. Present were Chairman Elksnis, Commissioners; Black, Brown, Cromer and Heiland. Also present were Township Manager Rodgers, Police Chief Hettinger, Township Engineer Bortner, WWTP Superintendent Mahone, Zoning Officer Smith and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: There were none.

APPROVAL OF THE MINUTES: The minutes of the July 6, 2021 Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

OAKHILL HERSHEY HEIGHTS SEWER PROJECT: WWTP Superintendent Mahone reported the Township continues to pursue the acquisition of land and easements for the project. Manager Rodgers added that all but one of the remaining properties have been condemned, explaining the day the resolution for condemnation was adopted, the owner of the one property had changed. Superintendent Mahone reported Met-Ed has issued notice that they are in the process of designing the electric service for the two pumping station sites. There will be a meeting with GHD on August 10th to review the status of the design, permitting, easements and bidding schedule. Chairman Elksnis expressed his interest in attending the meeting as well.

JANET STREET AND BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Mahone reported the pot hole excavation to locate the existing utilities and determine their elevation has been completed. The Township has developed a final design and Hanover Land Services is developing the easement plats and descriptions for the Janet Street project.

PROPOSED FILL SITE BESIDE PUBLIC WORKS BUILDING: WWTP Superintendent Mahone reported Engineer Bortner developed a concept plan for the proposed fill site using the proposed final grade elevations to see if it would be possible to construct a building similar to the existing Public Works facility. The outcome of the plan indicated using the area as a fill site would not prevent the Township from building on the site. Superintendent Mahone asked the Committee if GHD should proceed with the permitting of the site. Manager Rodgers stated that this would need to go before the Board of Commissioners due to it not being in the budget, and the Township will need an agreement stating the work and an estimated cost for the project.

PENN WASTE COLLECTION CONTRACT-EXTENSION OPTION: WWTP Superintendent Mahone reported the current contract with Penn Waste is for three

years, and has two, one-year extension options. The Township is currently in the first one-year extension. The cost of collection for the extension year is based on the CPI-U Northeast Region. This current year's increase was 1.1%. Next years increase will be based on the percent change from July 2020 to July 2021. The percent change so far to June is 4.6%. Superintendent Mahone asked the Committee for their recommendation to exercise the second-year extension option or go out for bids. The Committee recommended exercising the second one-year extension option.

NEWSLETTER: WWTP Superintendent Mahone reported the newsletter will be delivered the week of September 20, 2021. All articles must be submitted to him by August 19, 2021.

OTHER MATTERS: There were none.

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

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

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
SEPTEMBER 7, 2021

The Penn Township Health and Sanitation Committee convened on Tuesday, September 7, 2021, at 8:45 p.m. following the Finance Committee meeting. Present were Chairman Elksnis, Commissioners Black, Brown and Heiland. Also present were Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, WWTP Superintendent Mahone and Township Secretary Sweeney. Commissioner Cromer and Zoning Officer Smith were absent with notice. The following items were discussed:

ANNOUNCEMENTS: There were none.

APPROVAL OF THE MINUTES: The minutes of the August 2, 2021 Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

OAKHILL HERSHEY HEIGHTS SEWER PROJECT: WWTP Superintendent Mahone reported the Township continues to pursue the acquisition of land and easements for the project. All properties involved are either in negotiations or have been served eminent domain proceedings. On August 10, 2021, staff and Commissioners Elksnis and Heiland met with GHD to discuss and review the design and bidding schedule. GHD will continue to work toward design completion to be able to except bids on the project in November, 2021.

JANET STREET AND BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Mahone reported Hanover Land Services is in the process of creating the easement plats and descriptions for the Janet Street project. On August 30, 2021, Engineer Bortner and WWTP Superintendent Mahone walked the surveyed area at the Breezewood site to determine the best layout for the installation of the new gravity sewer line.

PROPOSED FILL SITE BESIDE PUBLIC WORKS BUILDING: WWTP Superintendent Mahone reported that on August 20, 2021, GHD completed the wetlands delineation for permitting of the Public Works fill site.

OTHER MATTERS: Commissioner Heiland asked WWTP Superintendent Mahone if they saw any effects from Hurricane Ida. WWTP reported that two pump motors were flooded out, and needed to be replaced. The motors were repaired the following morning, the pumps were up and running Friday by noon. Normal operations resumed approximately 2 pm on Friday.

WWTP Superintendent Mahone reported that the shredding event is scheduled for October 23, 2021, from 8 am to 1 pm.

CITIZEN'S QUESTIONS TO THE COMMITTEE: There were several residents in attendance to speak about the Oak Hills/Hershey Heights sewer project. Those that had questions for the committee were: Ms. Judy Seig, 853 Hershey Heights Road, had questions regarding the process of condemnation; Ms. Cindy Staley, 865 Hershey Heights Road, had questions regarding a property in short sale and the pumping station; Mr. Jack Corriere, 114 Oak Hill Drive, and Mr. Bill Bowman, 123 Oak Hill Drive, had questions regarding funding and the expense to the residents.

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

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
OCTOBER 5, 2021

The Penn Township Health and Sanitation Committee convened on Tuesday, October 5, 2021, at 7:42 p.m. following the Finance Committee meeting. Present were Chairman Elksnis, Commissioners Black, Brown, Cromer and Heiland. Also present were Township Manager Rodgers, WWTP Superintendent Mahone and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: There were none.

APPROVAL OF THE MINUTES: The minutes of the September 7, 2021 Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

OAKHILL HERSHEY HEIGHTS SEWER PROJECT: WWTP Superintendent Mahone reported the Township continues to pursue the acquisition of land and easements for the project with no changes since the last committee meeting. GHD has recently been evaluating the current bidding environment and material supply issues and are recommending the Township wait until November to put the project out to bid. GHD also reported the current materials supply issues concerning availability and price increases. Some suppliers are hopeful things will begin to ease by the third quarter of 2022. Superintendent Mahone offered an example about the current increase, in May of 2020, the Township paid \$5.70/ft for sewer pipe, in September of 2021, the cost was \$12.22/ft, and the current price in October is \$19.18/ft.

JANET STREET AND BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Mahone reported the design for Janet Street has been completed and letters have been sent to all the property owners involved for the easement requests. The Township is in the process of placing the orders for materials. The intent is to install the new line this winter with Township forces.

Hanover Land Services is currently developing a final design plan for the Breezewood Drive project.

PROPOSED FILL SITE BESIDE PUBLIC WORKS BUILDING: WWTP Superintendent Mahone reported GHD is working on the permitting for the site.

SHREDDING EVENT: WWTP Superintendent Mahone reported the next shredding event will be held at the recycling center on Saturday, October 23rd, 8 a.m. to 1 p.m., for Township residents only. There is a limit of the equivalent of five file boxes per car.

2022 BUDGET REVIEW: WWTP Superintendent Mahone reviewed his 2022 budget. Solid Waste Collection & Disposal, there is contractual increase in salaries, plus a little

extra for Saturday overtime when there is no ARD help, and an increase in health insurance. The cost of refuse collection has been increasing, the Township is currently on the second extension of the current contract. The cost may change when we need to purchase additional plastic refuse bags. Superintendent Mahone stated that typically we bid for a two-year supply, he is recommending to bid for one year due to the cost, which recently was projected at a fifty-one percent increase. Hopefully the market will work itself out. Recycling bin supply is low; he is recommending purchasing 1,001 bins, to get a price break of over 1,000. He stated he is anticipating a 2.5 million carryover from the sewer revenue fund this year. Temporary interest is way down, the current sewer rent has increased due to more housing. Build America Bond Subsidy has decreased as it will be partially paid off and will move on the portion that was refinanced. Moving on to the Sewer Expenditures, the Capital Outlay has increased for Easement Acquisition, Installation and Construction Inspection for Oakhill/Hershey Heights Sewer System as well as the elimination of Janet Street and Breezewood Drive Pumping Stations. Chemicals have increased in price. Public Utilities were increased due to the proposed Hanover Borough water increase. The Collection, Capital Outlay has increased to include the purchase of equipment: a UVP Bench Meter, used to calibrate the Ultra Violet transmittance meter, some Algae sonic units and surge protection for the UV disinfectant system. Commissioner Elksnis requested an itemized list of the equipment he wishes to purchase.

OTHER MATTERS: WWTP Superintendent Mahone reported that on September 22, 2021, he received notice of approval of the 2020 904 Grant in the amount of \$82,840.28, and payment should be received in four-six weeks.

Superintendent Mahone also reported he received an email at the end of the day from GHD for the NPDES Permit that will expire on June 30, 2022. The renewal application must be submitted prior to January 1, 2022. The cost for the professional services will be \$15,000 on a cost-plus basis, billing will be monthly and based on the actual hours worked plus any reimbursable expenses.

CITIZEN'S QUESTIONS TO THE COMMITTEE: Bill Bowman, 123 Oak Hill Drive, had questions regarding the NPDES Permit process and also questioned the current balance of the enterprise fund, and interest. Manager Rodgers stated that she does not have the current balance on hand, but the interest was around \$242.00.

Ms. Cindy Staley, 865 Hershey Heights Road, commended the trash service provided by Penn Township.

Mr. Bowman had questions regarding his easement of his property; Commissioner Elksnis stated that should be addressed privately.

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

Respectfully submitted,
Donna M. Sweeney, Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
NOVEMBER 2, 2021

The Penn Township Health and Sanitation Committee convened on Tuesday, November 2, 2021, at 7:06 p.m. following the Finance Committee meeting. Present were Chairman Elksnis, Commissioners Black, Brown, Cromer and Heiland. Also present were Township Manager Rodgers, WWTP Superintendent Mahone and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: There were none.

APPROVAL OF THE MINUTES: The minutes of the October 5, 2021 Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

OAK HILL HERSHEY HEIGHTS SEWER PROJECT: WWTP Superintendent Mahone reported GHD is finishing the plans and bid documents and is scheduling to advertise the bid on December 1, 2021. Bids will be opened January 11, 2022. After review and approval, the bids could be awarded on January 15, 2021, at the Board of Commissioners Meeting. There will be a pre-bid meeting for contractors to attend on December 9, 2021, at 10 a.m. in the Public Works building conference room. Commissioner Heiland asked, if we go to bid, how long until the project would begin. Superintendent Mahone stated acquiring all the contract documents, permits and the notice to proceed order would take approximately three months, then ordering of the material, would be approximately June of 2022 for the start of construction. Manager Rodgers stated that GHD has suggested starting with construction of Hershey Heights first, followed by Oak Hills. Paving would be completed all at once following construction of both areas.

JANET STREET AND BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Mahone reported the Township has two of the seven easements needed for the project. The manholes have been ordered and are scheduled to be built the middle of November. Once the remaining easements are received the project can begin.

PROPOSED FILL SITE BESIDE PUBLIC WORKS BUILDING: WWTP Superintendent Mahone reported GHD is working on flood plan analysis requested by DEP to determine which permit will be required for the site. Superintendent Mahone hopes to have some reasonable assurance from DEP on the permitting of the site in the next few weeks.

SHREDDING EVENT: WWTP Superintendent Mahone reported the event was held on October 23, 2021. There were 244 vehicles that dropped off 9,750 lbs. of material to be shredded. Seven vehicles were turned away because they were not Township residents. The spring shredding event is tentatively scheduled for April 23, 2022.

Superintendent Mahone asked the committee if they would like to hold the food drive at this event. The Committee agreed the food drive should be held, and requested Superintendent Mahone to make the arrangements. Manager Rodgers reported the Township is offered a limited amount of shredding at no cost during each shredding event. The Police department has been able to shred their documents at this time. As a result, the municipal office documents have been put on hold as the amount to be shredded is increasing. The Township may incur a fee at a future shredding event to have the documents shredded.

RADIO REPLACEMENT PROJECT: WWTP Superintendent Mahone reported that he met with Fire Chief Clousher, AJ Grim, from Hanover Borough, Scott Palermo and Nick Coby from B. Moyer Radio about what would be the best solution to increase the Township's and the Hanover Borough's radio coverage and what equipment can still be used or be replaced.

Two options were discussed.

Option #1: To build the infrastructure with repeater antennas and purchase new portable and/or mobile radios. The cost of the portables would be \$700 each, and the mobiles would be \$1,000 each.

Option #2: To use the York County infrastructure and purchase portable radios for \$2,000 each.

The current Township radios and the low band frequency has been phased out. The Township and the Borough are going to provide B. Moyer Radio with a count of portables and mobiles that would be needed to replace existing equipment. There was also discussion by A.J. Grim that if the Township and the Borough did this as a joint project, there may be a possibility a portion could be funded by a grant. Mr. Grim indicated he would speak with Representative Kate Klunk to see if there are any grant funds available. There was also discussion of the possibility of using funds from the American Rescue Act Plan. B. Moyer will be looking at potential antenna sites that would provide coverage for all of the Township and Hanover Borough. Possible sites that were mentioned were the Clover Lane Fire Station, Wirt Park Fire Station, South Western School District and West Manheim Elementary School. When B. Moyer Radio gets the equipment count from the Township and the Borough they will provide quotes for both options for evaluation. Superintendent Mahone reported the Township currently has forty mobile units in service at this time. Commissioner Cromer stated it would be more beneficial to have our own infrastructure with the Borough, as we would have more control over the system rather than going with York County's system. The Committee also discussed the benefits of mobile units over portable units. Commissioner Black suggested if there are cell towers within the Township and the Borough area they may be required to co-locate with local government under the federal law. Superintendent Mahone will research this option.

OTHER MATTERS: WWTP Superintendent Mahone reported the Township has gained 2,938 nitrogen credits, and 948 phosphorus credits available for sale. Hanover Foods is interested in purchasing 56 phosphorus credits. Superintendent Mahone will put the remaining credits on the market.

WWTP Superintendent Mahone reported while testing the sensors on the scissor lift at the sewer plant garage, when they elevated they discovered the rubber roof is loose and has ballooned, however, not leaking at this time. Donald B. Smith installed the roofing in 1997, for about \$20,000. The sludge building was installed at the same time. The roof is now twenty-four years old, and the twenty-year guaranty has expired. He is guessing it will be around \$40,000 to replace. Manager Rodgers will add to the budget under Sewer 510 Capital Outlay.

Commissioner Elksnis asked for an update on the back up that occurred last month at the pumping stations at Codorus. Superintendent Mahone stated that the cause was the very heavy rain event that occurred a few weeks prior to the incident. That rain event washed a large amount of rags into the wet well. From there they got clogged in the check valves of both pumps which caused an imbalance in the pumps and caused the mechanical seals to fail. To prevent future occurrences, the check valves will be inspected on a monthly basis.

Manager Rodgers reported she received information that we are part of a class action lawsuit against Kimberly-Clark, manufacturer of Cottonelle flushable wipes. The wipes are not flushable, and have clogged many sewer systems.

CITIZEN'S QUESTIONS TO THE COMMITTEE: Mr. Jack Corriere, 114 Oak Hill Drive, questioned if the Township goes to bid on the project, and if those bids are too high, does the Township have the option to rebid at a different time. Superintendent Mahone confirmed that the Township does have that option.

Mr. Corriere also questioned if any of the ARPA Funds have been spent. Commissioner Elksnis stated that the Township has not spent any of the funds, and regulations are continually changing on how to spend and report the use of the funds. Mr. Corriere requested that the funds go to infrastructure, specifically to help towards the Hershey Heights/Oak Hill sewer project. He also asked if the funds are a line item included in the budget, Manager Rodgers confirmed that it is located in the General Fund under Federal Shared Revenue and Entitlements.

The meeting was adjourned at 7:50 p.m.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
DECEMBER 7, 2021

The Penn Township Health and Sanitation Committee convened on Tuesday, December 7, 2021, at 7:06 p.m. following the Finance Committee meeting. Present were Chairman Elksnis, Commissioners Black, Brown, Cromer and Heiland. Also present were Township Manager Rodgers, WWTP Superintendent Mahone and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: There were none.

APPROVAL OF THE MINUTES: The minutes of the November 2, 2021, Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

OAK HILL HERSHEY HEIGHTS SEWER PROJECT: WWTP Superintendent Mahone reported the bid went live at noon on December 2, 2021. Bids will be opened on January 11, 2022, at 2:00 p.m. at the Township Office. There will be three different contracts bid. Contract one is for general construction, contract two is for the pump station general construction and contract three is for the pumping station electrical construction. The pre-bid meeting has been rescheduled to December 21, 2021, at 1:00 p.m. at the Public Works building. Potential bidders are encouraged to attend.

JANET STREET AND BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Mahone reported the appraisal has been received for the existing Janet Street pumping station property. Attorney Mullen is preparing an agreement for the Oberdick Easement. Follow up letters were sent to the property owners who have not contacted the Township from the initial request for easement negotiations. The manholes have been constructed and will be delivered December 27th and 28th. Once all easements have been acquired, the project is ready to begin.

The final design has been received for the gravity line that will replace the Breezewood Drive Station. The Township has sent the plan to Nate Osborne at South Western School District to see if they have any concerns with the proposed location before Hanover Land Services begins the permitting process for a wetland crossing with DEP.

PROPOSED FILL SITE BESIDE PUBLIC WORKS BUILDING: WWTP Superintendent Mahone reported GHD responded to DEP's completeness questions related to the flood plain prior to Thanksgiving. DEP has indicated they should have a response on which permit will be required within the next two weeks.

NPDES PERMIT RENEWAL: WWTP Superintendent Mahone reported the influent and effluent laboratory analysis has been completed and the results have been submitted to

GHD to review and include with the application. The application must be submitted by December 31, 2021.

OTHER MATTERS: Commissioner Elksnis thanked WWTP Superintendent Mahone for the tour of the Waste Water Treatment Plant.

CITIZEN'S QUESTIONS TO THE COMMITTEE: Ms. Cindy Staley, 865 Hershey Heights Road, and Ms. Judy Seig, 853 Hershey Heights Road, were in attendance and asked a few questions regarding the Oak Hill Hershey Heights Sewer project. Questions and comments were addressed.

The meeting was adjourned at 7:20 p.m.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary