MINUTES
HEALTH & SANITATION COMMITTEE
JANUARY 4, 2022

The Penn Township Health and Sanitation Committee convened on Tuesday, January 4, 2022, at 7:04 p.m. following the Finance Committee meeting. Present were Chairman Elksnis, Commissioners Berlingo, 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 December 7, 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 a prebid meeting was held on December 21, 2021, at the Public Works Building. Due to the design changes needed at 91 Oakhill Drive there will be an addendum to the contract documents made today or tomorrow. The bids will be opened on January 11, 2022 at 2 p.m. at the Township Office.

JANET STREET AND BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Mahone reported the Township is still waiting on responses to the follow up letters to obtain the necessary easements for the Janet Street Project. The manholes have been delivered.

The final design lay out for the Breezewood Drive sewer project was approved by the South Western School District and Hanover Land Service is proceeding with the wetland crossing permit.

PROPOSED FILL SITE BESIDE PUBLIC WORKS BUILDING: WWTP Superintendent Mahone reported GHD received a response from DEP that no further chapter 106 permitting is required. On December 29, 2021, a letter was received from the York County Conservation District indicating the Township's application for a General NPDES Stormwater discharge permit is complete. The Township will wait for their review.

NPDES PERMIT RENEWAL: WWTP Superintendent Mahone reported GHD submitted the renewal application for the NPDES discharge permit at the wastewater treatment facility on December 27, 2021. DEP acknowledge receipt of the application and will review for completeness.

OTHER MATTERS: There were none.

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

The meeting was adjourned at 7:12 p.m.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
FEBRUARY 1, 2022

The Penn Township Health and Sanitation Committee convened on Tuesday, February 1, 2022, at 7:06 p.m. following the Finance Committee meeting. Present were Chairman Elksnis, Commissioners Berlingo, 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 January 4, 2022, 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 will address the comments from the York County Conservation District concerning the storm water at both of the station sites. The concerns do not have an impact on the pipe line contract. GHD issued the Notice of Intent to Award for contract number one on February 1, 2022. They are going to hold off on contracts number two and number three until comments are submitted to York County Conservation District and hope to receive the Highway Occupancy Permit from PennDOT. They hope to issue the Notice of Intent to Award for contracts number two and number three in mid-February.

JANET STREET AND BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Mahone reported that the Township is still waiting for the easements needed for the Janet Street project. Manager Rodgers reported there are three residents that she has sent notices to twice, with no response. She asked the Committee if she should forward to the solicitor to pursue. The Committee agreed that she should forward to the solicitor.

Hanover Land Services has begun the wetland crossing permit application to be submitted to the Department of Environmental Protection for approval for the Breezewood Drive project.

PROPOSED FILL SITE AT THE PUBLIC WORKS BUILDING: WWTP Superintendent Mahone reported GHD received a few comments from York County Conservation District and will be addressing them this week. The comments were minor and after they are addressed, the hope is the permit will be received.

TRASH BAG BID: WWTP Superintendent Mahone reported there are currently 146,900 trash bags in our inventory, approximately a six-month supply. Superintendent Mahone spoke to the current supplier and they indicated the manufacturing process for trash

bags is slowest February through March. Superintendent Mahone has prepared a bid, and with the Committee's approval, bids could be opened on February 28, 2022, with the bid being awarded at the March Board of Commissioners' meeting. The bid is for 546,000 bags, which is three full trailer loads and would be about a twenty-two-month supply. There was discussion regarding blue versus black bags, Superintendent Mahone stated that the black bags are less expensive. The Committee requested that Superintendent Mahone bid out both the blue and the black bags.

OTHER MATTERS: WWTP Superintendent Mahone reported the 2022 Spring/Summer Newsletter is scheduled to be delivered the week of April 4, 2022. He stated the deadline for submissions is March 8, 2022.

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

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

Respectfully submitted,

Donna M. Sweeney,
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
MARCH 1, 2022

The Penn Township Health and Sanitation Committee convened on Tuesday, March 1, 2022, at 7:00 p.m. following the Finance Committee meeting. Present were Chairman Elksnis, Commissioners Berlingo, and Brown. Also present were Township Manager Rodgers, WWTP Superintendent Mahone and Township Secretary Sweeney. Commissioners Cromer and Heiland were absent with notice. The following items were discussed:

ANNOUNCEMENTS: There were none.

APPROVAL OF THE MINUTES: The minutes of the February 1, 2022, 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 Notice of Award and agreements were sent to the General Contractor Joao and Bradley on February 16, 2022. The Notice of Intent to Award was sent to Conewago and PSI also the same day. A preconstruction meeting was held on March 1, 2022, with Joao and Bradley. The contractor is hoping to have his directional drilling contractor on site the week of March 28, 2022, and a few weeks after they will begin installing the concrete chambers for the force main air relief valves and clean out stations. They will also begin drilling for rock depths along the gravity sewer line routes while installing the chambers. Installation for the gravity sewer could be by May 1, 2022. Work will begin on the Oak Hill side first, once the sanitary and storm sewer in that area is completed, work will then begin on the Hershey Heights side. Superintendent Mahone asked the Committee if the Township should send out a notification letter to the residents alerting them of the start date. The Committee agreed a letter should be sent.

JANET STREET AND BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Mahone reported easements remain to be obtained by the Township for the Janet Street project. Once the easements are acquired the project can be scheduled to begin.

Superintendent Mahone reported that Hanover Land Services has submitted the wet land crossing permit to DEP for the Breezewood Drive project. They have also addressed the initial comments from the York County Conservation District.

PROPOSED FILL SITE AT THE PUBLIC WORKS BUILDING: WWTP Superintendent Mahone reported the Township is waiting for the York County Conservation District's review of the application.

TRASH BAG BID: WWTP Superintendent Mahone reported public bids for trash bags were opened at the Township Office on February 28, 2022, at 1 p.m. The bid was for 546,000 trash bags packaged 100 bags/case. Two bids were received; one from Central Poly and one from Interboro Packaging Corporation.

Central Poly:
Option 1, Blue Bags - $32.05/100 bags x 5,460 cases - $174,993
Option 2, Black Bags - $30.00/100 bags x 5,460 cases - $163,800

Interboro Packaging Corporation:
Option 1, Blue Bags - $39.34/100 bags x 5,460 cases - $214,796
Option 2, Black Bags - $27.34/100 bags x 5,460 cases - $149,276

Bag samples submitted by Interboro did not meet the bag size specification of 23”x13.5”x44”. The bag they submitted measured 36.5”x44”.

There was a third bid that was sent by XL Plastics, our current supplier on Thursday by way of UPS overnight air that was to be delivered on Friday. The bid was delivered to the Tax Collectors outside mail box on Monday at 3:03 p.m. while the Tax Collector was open for Business. The tracking deliver slip from UPS said it was delivered at the front desk.

Superintendent Mahone reported during a conversation with XL Plastics about the failure of delivery by UPS, they offered to disclose the bid that they submitted:
Option 1, Blue Bags - $28.89/100 bags x 5,460 cases - $157,739
Option 2, Black Bags - $22.97/100 bags x 5,460 cases - $125,416

Commissioner Elksnis asked if the Township can rebid. Manager Rodgers will check with the solicitor.

NEWSLETTER: WWTP Superintendent Mahone reported the Spring & Summer Newsletter is scheduled to be delivered the week of April 4, 2022. If the Committee has any items to include he must be notified prior to March 8, 2022.

OTHER MATTERS: There were none.

CITIZEN’S QUESTIONS TO THE COMMITTEE: There were several residents in attendance to discuss the Oak Hill/Hershey Heights Sewer project. The residents that spoke were Jack Corriere, 114 Oak Hill Drive, Cindy Staley, 865 Hershey Heights Road, and William Bowman, 123 Oak Hill Drive.

The meeting was adjourned at 7:32 p.m.
Respectfully submitted,
Donna M. Sweeney,
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
APRIL 5, 2022

The Penn Township Health and Sanitation Committee convened on Tuesday, April 5, 2022, at 7:20 p.m. following the Finance Committee meeting. Present were Chairman Elksnis, Commissioners Berlingo, Brown 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 March 1, 2022, 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 boring contractor moved equipment on site March 28, 2022. They will start to install the force main on the west side of Route 194 beginning at the location of the Oak Hill Drive pumping station. Three thousand feet has been installed and there is thirty-seven hundred feet remaining. The Highway Occupancy Permit has been received for the installation of the driveway for the Oak Hill pumping station. York County Conservation District completed their review of the NPDES general permit application for the fill site, and has requested additional information. They have indicated the Township will need to supply infiltration testing data compiled by a Geotech Consultant. GHD had received estimates from two different consultants and the lowest bidder is Pennoni at $4,000, and can complete the work in a two-week time frame. GHD suggested the Township deal directly with Pennoni to save money. They will pass the contract on to the Township for signature when received.

Commissioner Elksnis requested an open discussion regarding the special assessment for the Oak Hill / Hershey Heights sewer installation. He stated that years ago there were a few assessment figures suggested, but not to exceed $15,000. Commissioner Heiland asked the Committee's thoughts on reducing the fee $7,500, plus the $2,298 tapping fee. The Committee agreed. Chairman Elksnis stated the fee will need to be passed by resolution. Commissioner Heiland suggested the information on the website should be updated, along with the options for payment. Manager Rodgers reviewed the four options that are posted on the website. Commissioner Heiland suggested offering one of the options. Chairman Elksnis stated the there were four options previously listed on the website, and would like to offer the residents a choice of options. Commissioner Heiland stated that he is okay with the options as long as the residents are aware of the interest charged if not paid in full.

JANET STREET AND BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Mahone reported the Township is waiting for two sewer easements for

the Janet Street project. Manager Rodgers reported that the solicitor has sent notices. The notice for Bon-Ton builders has been returned undeliverable, and will be resent. The other property owner has the agreement, but has not signed.

The Township has received the approval letter for the Breezewood Drive project from the York County Conservation District. Hanover Land Services has started to develop the plot plans and easement descriptions for the sewer easements. Once we receive the wet lands crossing permit, the Township will contact the South Western School District about obtaining the easement.

PROPOSED FILL SITE AT THE PUBLIC WORKS BUILDING: WWTP Superintendent Mahone reported Public Works has installed all of the E&S requirements and has begun the removal of the top soil on the first area to be filled.

YORK WATER REQUEST FOR SERVICES AND ADDITIONAL SEWER CAPACITY: WWTP Superintendent Mahone reported the Township received an email on March 4, 2022, from York Water asking if Penn Township would be interested in providing additional sewer capacity for West Manheim Township. During a previous meeting with York Water, they inquired if the Township would be interested in supplying the services of our sewer jet truck in the event of them having a clogged main line. He asked the Committee for their guidance to the requests. After some discussion the Committee agreed that this is not in the best interest of the Township.

SYNAGRO REQUEST FOR CONSIDERATION OF A FUEL SURCHARGE FEE: WWTP Superintendent Mahone reported Synagro has asked if the Township would consider accepting a fuel surcharge fee due to the current cost of diesel fuel. They understand there isn't a provision in the contract for a fuel surcharge but wanted to ask anyway. They sent the Township a fuel adjustment calculation that basically would increase our cost .05% for every $.05 increase in diesel fuel over $4 gallon. However, they said they would appreciate any increase if we chose to use some other calculation. Commissioner Brown stated that request is somewhat reasonable given the current economy. Superintendent Mahone said the contract is subject to a price increase in October and will be based upon the consumer price index. The Committee decided to remain with the current contract, due to a price increase in October.

TRASH BAG BID: WWTP Superintendent Mahone reported bids were sent out to suppliers and will be opened on April 12, 2022, at 1:00 p.m. at the Township office.

NEWSLETTER: WWTP Superintendent Mahone reported the newsletter will be delivered by the Merchandiser this week.

GARAGE AND SLUDGE BUILDING ROOF REPLACEMENT BID: WWTP Superintendent Mahone reported the existing roofs were installed in 1997 and need replacing. This is a budgeted item and Superintendent Mahone stated he would like to get a bid out as soon as possible so materials can be ordered. Manager Rodgers stated she will go on Co-Stars and will compile a list and forward to Superintendent Mahone.

OTHER MATTERS: Chairman Elksnis reported that the shredding event will take place on Saturday, April 23, 2022, along with the second annual food drive. Last year, the food drive was a success with a large amount of donations for New Hope Ministries.

CITIZEN'S QUESTIONS TO THE COMMITTEE: There were several residents in attendance for the Oak Hill / Hershey Heights Sewer project.

Mr. William Bowman, 123 Oak Hill Drive, questioned the committee regarding the payment plans for the special assessment. Chairman Elksnis reviewed the four payment options. He stated that the State allows up to a 6% interest rate to be charged on any balance not paid in full. Chairman Elksnis stated that the connection date is still a ways out, approximately June of 2023. Mr. Bowman stated that it may be less stressful on the residents if the payments are spread out throughout the year, rather than an annual payment. Commissioner Heiland stated that the sewer invoices are sent out quarterly, and will be the flat rate of $91.00 for the use of sewer, but assessment payments could be added to the invoice if that payment option is chosen. Mr. Bowman also asked the Committee if there was an incentive if the assessment is paid early or in full. Commissioner Heiland stated the incentive would be the lack of interest being added.

Cindy Staley, 865 Hershey Heights Road, questioned the status of the vacant house where the pumping station is proposed to be constructed. Chairman Elksnis reported the property was condemned by the Township who owns the property and the home will be demolished.

Judy Sieg, 853 Hershey Heights Road, reported that her husband had instructed the construction workers to park at the vacant house, due to safety concerns of all of the large equipment being parked on the street. Commissioner Heiland stated that he cannot say that the Committee would agree. Chairman Elksnis stated that he is sure the Contractor has safety regulations that they have to abide by.

Cindy Staley stated that traffic was a mess with the large equipment parked on the side of the street, they only had three traffic cones out. Chairman Elksnis stated that this will be looked into. Superintendent Mahone reported that the contractor has completed their portion of the work.

James Rinker, 870 & 886 Hershey Heights Road, just wanted clarification on the assessment per property. He thanked the Committee for coming to a decision.

Jack Corriere, 114 Oak Hill Drive, thanked Manager Rodgers for sending out the project timeline. He asked to go on record that is he is not happy with the Committee's decision of the assessment fee. He feels that the number was just cut in half. He feels that the American Rescue Funds should go towards this sewer project. He stated the Township is not being fair, and this decision will not be forgotten.

Perry Motter, 875 Hershey Heights Road, thanked the Committee for cutting the assessment fee in half. Chairman Elksnis stated that the Committee has put a lot of thought into this decision and has tried to be fair to the residents involved and to all the 17,000 Township residents.

Manager Rodgers asked for clarification from the Committee on the payment plans, if all four payment options will be added to the resolution or will one or two options be chosen. Chairman Elksnis stated that he would like to give the residents as many options as possible. Manager Rodgers stated that we need to be consistent. The Committee concluded that the four options should be offered, and once a resident has chosen, they cannot change their payment option, unless making a payment in full.

Commissioner Heiland stated that he wished Mr. Corriere would not have left the meeting, and wanted to address his comments. Commissioner Heiland stated that Mr. Corriere had mentioned the use the American Rescue Funds to pay for the project. Commissioner Heiland said that some of the funds are going to the sewer project, and he was trying to be fair to the Oak Hill / Hershey Heights residents, but he was also trying to be fair to the residents of the entire Township.

The meeting was adjourned at 8:08 p.m.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
MAY 3, 2022

The Penn Township Health and Sanitation Committee convened on Tuesday, May 3, 2022, at 7:20 p.m. following the Finance Committee meeting. Present were Chairman Berlingo, Commissioners Allison, Brown and Elksnis. 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: There were none.

APPROVAL OF THE MINUTES: The minutes of the April 5, 2022, 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 Geotech consultant from Pennoni completed the infiltration testing at the Oak Hill pumping station site. The Township has not received the final report yet but the field measurements were reported to be promising. Joao & Bradley have installed the construction fencing and silt sock. They have removed the trees on the Oak Hill side of the project that were located within the construction zone. They have stock piled stone, sewer pipe and manholes. They are scheduled to install pipe on May 4, 2022. Joao & Bradley has submitted a project schedule that has them finishing their part of the project by mid-September.

JANET STREET AND BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Mahone reported easements still need to be obtained for the Janet Street project.

Easement plats for Breezewood Drive project have been received by Hanover Land Services showing the permanent and construction easements needed for the project. A deficiency notification letter was received on May 2, 2022, from DEP concerning the wet lands crossing permit application. Hanover Land Services will make the corrections to the application and resubmit. Once the wet lands crossing permit is received, South Western School District will be contacted about obtaining the necessary easements.

GARAGE AND SLUDGE BUILDING ROOF REPLACEMENT BID: WWTP Superintendent Mahone reported he has received quotes from several contractors. Some of the companies are on Co-Stars and some are not. One is listed on Keystone Purchasing Network (KPN). He is expecting one more quote.

SHREDDING EVENT: WWTP Superintendent Mahone reported the shredding and food drive event was held on April 23, 2022. He reported there were three hundred twenty-

five vehicles that dropped off thirteen thousand two hundred fifty pounds of material to be shredded. There were four hundred twenty-two vehicles that went through the recycling drop off facility. One thousand one hundred forty pounds of food was collected for New Hope Ministries. Superintendent Mahone stated that Shredding Solutions has October 22, 2022, available for the fall event. The Committee recommended Superintendent Mahone to schedule the date.

OTHER MATTERS: There were none.

CITIZEN'S QUESTIONS TO THE COMMITTEE: Mr. William Bowman, 123 Oak Hill Drive, and Mr. Corriere had questions for the Committee regarding the Oak Hill / Hershey Heights Sewer Project.

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

Respectfully submitted,

Donna M. Sweeney,
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
JUNE 7, 2022

The Penn Township Health and Sanitation Committee convened on Tuesday, June 7, 2022, at 7:02 p.m. following the Finance Committee meeting. Present were Chairman Berlingo, Commissioners Brown, Elksnis and Heiland. Also present were Township Manager Rodgers, WWTP Superintendent Mahone and Township Secretary Sweeney. Commissioner Allison was absent with notice. The following items were discussed:

ANNOUNCEMENTS: There were none.

APPROVAL OF THE MINUTES: The minutes of the May 3, 2022, 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 Joao and Bradley has completed the installation of the gravity sewer mains and laterals in the Oak Hill part of the project. They have pulled the sewer crew off the project for the remainder of this week. A new crew will be starting on Monday to make the improvements to the storm water collection system and curb improvements. The Township is still waiting for the stormwater permit for the Oak Hill station site from York County Conservation District.

JANET STREET AND BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Mahone suggested the Committee may want to proceed with Eminent domain to obtain the last two easements needed for the Janet Street project. Manager Rodgers reported that one of the two property owners have the agreement. The second property owner will not respond to the Township nor the Solicitor. The Committee recommended moving forward with condemnation.

The Township has received all of the permits needed for the Breezewood Drive project. Superintendent Mahone met with South Western's Superintendent and they are fine with the Township's request for the sewer easement and were going to present the request to the School Board. The agreements have been received from our Solicitor and will be forwarded to South Western.

ROOF REPLACEMENTS AT THE TREATMENT FACILITY: WWTP Superintendent Mahone reported he has obtained estimates from five different vendors for replacing the roofs on the garage and the sludge building. He has requested estimates on two different options. Option #1: to remove two layers of roofing material and install two layers of two-inch ISO board and a rubber roof system. Option #2: to remove one layer of roofing material and install one layer of two-inch ISO board and a rubber roof system. He stated that Option #2 is what was done the last time the roof on these buildings was

installed in 1997. Superintendent Mahone presented the estimates to the Committee and reported that Dan Smith Roofing is the low bidder. He added that they have installed five different roofs at the Treatment Plant over the years with no issues. The Committee suggested having the Solicitor review the bids.

REFUSE AND RECYCLING COLLECTION CONTRACT: WWTP Superintendent Mahone reported the current contract will expire the end of 2022. He asked the Committee when the Township should go to bid and if there is anything they would like to change in the contract specifications, and if we should stay with a three-year contract with two one-year extension options. The Committee recommended moving forward and research the possibility including a fuel surcharge clause.

WASTEWATER AND RECYCLING PRESENTATIONS: WWTP Superintendent Mahone gave his presentation of the Wastewater Treatment Facilities. The presentation covered the responsibilities of the department, the employees, daily procedures, the Collection System, Treatment Process and upcoming projects. He also presented the duties of the Refuse and Recycling Department.

OTHER MATTERS: There were none.

CITIZEN'S QUESTIONS TO THE COMMITTEE: Mr. James Rinker, 886 Hershey Heights Road commended the Commissioners in attendance working at the last shredding and food drive event.

There were several residents in attendance with questions regarding the Oak Hill Hershey Heights sewer installation project. The residents were: Mrs. Joan Potter, 961 Beaver Creek Road, Ms. Cindy Staley, 865 Hershey Heights Road, and Mr. Terry Altland, 2221 Broadway.

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

Respectfully submitted,

Donna M. Sweeney,
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
JULY 5, 2022

The Penn Township Health and Sanitation Committee convened on Tuesday, July 5, 2022, at 7:52 p.m. following the Finance Committee meeting. Present were Chairman Berlingo, Commissioners Allison, Brown, Elksnis and Heiland. Also present were Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clousher, Township Engineer Bortner, Zoning Officer Smith, WWTP Superintendent Mahone and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: There were none.

APPROVAL OF THE MINUTES: The minutes of the June 7, 2022, 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 contractor has just about finished the installation of the new storm sewer system. They have graded and seeded the easement behind the properties where the sanitary sewer was installed. They did some tree removal for the Hershey Heights part of the project. They plan to start the sanitary sewer for Hershey Heights on July 7, 2022.

JANET STREET AND BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Mahone reported the Township will be sending a notice to the owner of 920 Centennial Avenue informing them that the Township will be filing for eminent domain.

The Township was informed that the South Western School Board has approved the easement agreement with the Township for the Breezewood Drive project.

REFUSE AND RECYCLING COLLECTION CONTRACT: WWTP Superintendent Mahone reported The York County Solid Waste Authority Coordinator reviewed the Township's bid spec's and suggested a few minor changes due to the recent changes in the recycling markets. Superintendent Mahone asked the Committee when they would like to go to bid. The Committee recommended adding a fuel clause in the contract, and it was suggested to schedule to open bids at the September meeting.

OTHER MATTERS: WWTP Superintendent Mahone reported that the first shipment of the new black Township trash bags will be received this week. A notification of the color change will be posted on the website as well as the fall/winter newsletter.

CITIZEN'S QUESTIONS TO THE COMMITTEE: Several residents were in attendance to ask questions regarding the Oak Hill/Hershey Heights sewer project. Those that

spoke were Ms. Cindy Staley, 865 Hershey Heights Road, Mrs. Judy Sieg, 853 Hershey Heights Road, and Mr. Jack Corriere, 114 Oak Hill Drive.

The meeting was adjourned at 8:09 p.m.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
AUGUST 1, 2022

The Penn Township Health and Sanitation Committee convened on Monday, August 1, 2022, at 7:51 p.m. following the Finance Committee meeting. Present were Chairman Berlingo, Commissioners Allison, Elksnis and Heiland. Also present were Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clousher, Township Engineer Bortner, Zoning Officer Smith, and Township Secretary Sweeney. Commissioner Brown was present via cell-phone. The following items were discussed:

ANNOUNCEMENTS: There were none.

APPROVAL OF THE MINUTES: The minutes of the July 5, 2022, Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

OAK HILL HERSHEY / HEIGHTS SEWER PROJECT: Township Manager Rodgers reported that the project is moving along. The work is still located at Oak Hills installing the pipes and working on the Stormwater, and will soon progress to Hershey Heights Road. The Township has received a few calls with concerns from the residents, and the construction company has been very good addressing those concerns. The Township is awaiting word from the attorney if the board of review decision will be appealed by the property owner on Hershey Heights. She is in the process of researching demolition services.

JANET STREET AND BREEZEWOOD DRIVE SEWER PROJECTS: Township Manager Rodgers reported the Township is waiting for a resolution for condemnation for the Bon-Ton and Matthews property from the attorney. The Committee recommended adopting the resolution.

The Breezewood Drive agreement has been approved and signed by Southwestern School District. We are just waiting for their attorney to review.

REFUSE AND RECYCLING COLLECTION CONTRACT: Township Manager Rodgers reported she will get the bid advertised as soon as possible with bid opening scheduled for September.

OTHER MATTERS: Commissioner Elksnis asked Manager Rodgers if she has received any more candidates for the supervisory positions at the Wastewater Treatment Plant. She stated that she has not. The Committee recommended Manager Rodgers to reach out to the applicants, and arrange appointments for the interviews.

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

The meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
SEPTEMBER 6, 2022

The Penn Township Health and Sanitation Committee convened on Tuesday, September 6, 2022, at 8:08 p.m. following the Finance Committee meeting. Present were Chairman Berlingo, Commissioners Allison, Brown, Elksnis and Heiland. Also present were Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clousher, Township Engineer Bortner, Zoning Officer Smith, WWTP Superintendent Lank and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: Commissioner Berlingo welcomed Mr. Gene Lank as Penn Township's new Waste Water Treatment Plant Superintendent. She also announced there will be an executive session held following this meeting to discuss personnel and legal matters.

APPROVAL OF THE MINUTES: The minutes of the August 1, 2022, Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

OAK HILL HERSHEY / HEIGHTS SEWER PROJECT: WWTP Superintendent Lank reported the house at 841 Hershey Heights Road is out to bid for demolition. The materials are onsite for the three remaining manholes to be plumbed to the pump station at that location. He is checking with the current contractor to see if they will stay onsite to complete the job due to the time frame of waiting for the demolition of the house. Commissioner Brown stated that Kinsley came in last week and set the drains in place in preparation for curbing and streets. He stated that each of those drains is about a two-foot drop with cones set around, he is concerned for safety. Superintendent Lank stated that he will address this with the inspector on site. The Contractor will not start the pump stations until after the first of the year. The generators have been approved but are six months out to be built. All the lines that could be placed in the area have been, and have been air tested. Kinsley will begin the curb work. Manager Rodgers stated that the project should be completed by the end of June.

JANET STREET AND BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Lank reported that materials are on site. The Township is just waiting on the easements for the project. Manager Rodgers reported the two easements for Janet Street were approved at the last Board of Commissioners meeting. She reported the easement for the Breezewood project has been signed by South Western School District, but their solicitor had issues with the agreement. The Township is waiting for this to be resolved.

REFUSE AND RECYCLING COLLECTION CONTRACT: WWTP Superintendent Lank reported the bid opening was held this afternoon at 2 p.m. There was only one bidder which was Penn Waste. Republic Services did attend and submitted a letter declining to

bid due to Penn Township not having a trash totter system. The cost for 2023 came in at $4.24/bag which is a 78.9% increase of our current cost. For 2024, $4.49/bag, 89.5 % more, and for 2025 the cost is $4.76/bag, almost double the amount of our current cost. Bid documents were sent to several collection companies. Commissioner Heiland asked if it would be possible to get quotes for comparison purposes for a totter system. Superintendent Lank stated that companies like the automated system, where the employees do not have to get on/off the truck, and also cuts down on staffing.

NEWSLETTER: WWTP Superintendent Lank reported the newsletter went to the publisher on August 15, and will be in the Merchandiser delivery the week of September 18th. He also noted that there have been numerous calls regarding the change of color in the trash bags.

OTHER MATTERS: There were none.

CITIZEN'S QUESTIONS TO THE COMMITTEE: Ms. Cindy Staley, 865 Hershey Heights Road, had comments regarding the Oak Hills/Hershey Heights sewer installation.

The meeting was adjourned at 8:22 p.m.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
OCTOBER 4, 2022

The Penn Township Health and Sanitation Committee convened on Tuesday, October 4, 2022, at 7:40 p.m. following the Finance Committee meeting. Present were Chairman Berlingo, Commissioners Allison, Elksnis and Heiland. Also present were Township Manager Rodgers, WWTP Superintendent Lank and Township Secretary Sweeney. Commissioner Brown was absent with notice. The following items were discussed:

ANNOUNCEMENTS: There were none.

APPROVAL OF THE MINUTES: The minutes of the September 6, 2022, Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

OAK HILL HERSHEY / HEIGHTS SEWER PROJECT: WWTP Superintendent Lank reported the curbs were completed on Oak Hill Drive/Circle. During milling it was discovered that the soft sub base had to be replaced, which delayed the paving along with the rain. Right of way restoration is being worked on, vacuum testing of manholes, and testing of the force main is ongoing. Hershey Heights was milled and paved. The stone road was paved, right of ways and disturbed areas are in the process of being restored. The house at 841 Hershey Heights Road demolition bid has been awarded, the Township is waiting on the bond paperwork before the notice to proceed is executed.

JANET STREET AND BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Lank reported the Township is still waiting for the easement agreements in order to proceed with the project.

REFUSE AND RECYCLING COLLECTION CONTRACT: Chairman Berlingo reported that there was a significant increase in the cost of collection, and there was one bid received. The Committee made a favorable recommendation to award the bid.

SHREDDING EVENT: WWTP Superintendent Lank reported the shredding event will be held on October 22, 2022, 8 a.m. to 1 p.m. for residents only. There is a limit of the equivalent of five file boxes per vehicle. He asked the Committee if any members will be volunteering for the event. The Committee members will check their schedules and get back to him.

BUDGET REVIEW: WWTP Superintendent Lank reported that Manager Rodgers prepared the budget for the plant due to his limited time of employment at the Township, and looks acceptable. He added that he received two quotes for the electric gates at the plant to replace both openings due to the lack of security and traffic from the recycling

area. The quotes were as follows; $20,750 not including electric, and $28,224 including electric, and this would also include a more heavy-duty opener. He added that inflation and fuel surcharges have affected all items; chemical costs have risen significantly. He also reported the electronics at the plant have reached their life expectancy. He stated that the technology was moving so quickly, that they were already obsolete when installed in 2011. This makes it difficult for repair and/or replacement of parts. Manager Rodgers stated the project at the plant was started in 2009, and was not completed until 2012.

TABLETS FOR PA-1 CALLS: WWTP Superintendent Lank reported he would like to purchase two tablets for use in the field for responding to PA one calls. The tablets would allow access to our maps online through the GIS system. They would be able to zoom in on location/address to see manholes, storm lines, etc. This would eliminate printing the maps out at the office prior to responding to calls. He is requesting two units, one for normal responders and one for maintenance in case of an emergency. He received a quote from our IT professional of $540 for two devices plus $100 each for viewer access to our maps and an additional cost of internet service. The Committee recommended moving forward with purchasing the tablets.

OTHER MATTERS: WWTP Superintendent Lank reported he was notified on September 26, 2022, that the 904 Grant for 2021 was tentatively approved for $74,358.54. The funds should arrive in four to six weeks.

CITIZEN'S QUESTIONS TO THE COMMITTEE: Mr. Bill Bowman, 123 Oak Hill Drive, had questions regarding refuse and recycling, budget, the connections to the pump stations for the Oak Hill and Hershey Heights sewer installation project, the American Rescue Funds and the status of the Kids Kingdom Creative Playground.

The meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
NOVEMBER 1, 2022

The Penn Township Health and Sanitation Committee convened on Tuesday, November 1, 2022, at 7:36 p.m. following the Finance Committee meeting. Present were Chairman Berlingo, Commissioners Allison, Brown, Elksnis and Heiland. Also present were Township Manager Rodgers, WWTP Superintendent Lank and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: There were none.

APPROVAL OF THE MINUTES: The minutes of the October 4, 2022, Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

OAK HILL HERSHEY / HEIGHTS SEWER PROJECT: WWTP Superintendent Lank reported both areas are having punch list work done which includes yard restoration and general clean up. The notice to proceed has been issued for the demolition of the house located at 841 Hershey Heights Road, and the pump station construction. The Sewer crew has capped off the water line in preparation of the demolition.

JANET STREET AND BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Lank reported the easements are being finalized for both areas. The sewer crew is prepared to start the work associated with the Janet Street station. A list of supplies is being generated for the items need for the Breezewood Drive project. Manager Rodgers reported that she received notice from Attorney Mullin the Township can proceed with the Janet Street project, the appeal process ended last Friday, therefore we have the right-of-way. The right-of-way agreement for the Breezewood Drive was received today, executed, and forwarded to Attorney Mullin to be recorded. Manager Rodgers reported that the Township should be ready to move forward with both projects.

SHREDDING EVENT: WWTP Superintendent Lank reported the shredding event was held on Saturday, October 22, 2022, with 189 vehicles coming through. Commissioners Brown, Elksnis, Berlingo and Heiland were on hand to help with the event. There were three township employees working, one community service person and York County Probation brought a young adult. There was a total of twenty-seven bins filled which weighed approximately 300 pounds each for a total of 4 tons of material. There were no vehicles turned away due to being non-residents of Penn Township. Superintendent Lank asked the Committee's approval for scheduling the next event for April 22, 2023, and if they would like to also hold the annual food drive at this time. The Committee recommended scheduling both events.

OTHER MATTERS: WWTP Superintendent Lank reported the Township's nutrient credits have been verified with DEP. The township has 3,788 nitrogen credits and 1,306 phosphorus credits. He recently received interest to purchase an unknown amount, however with the deadline involved, the sale would have to take place prior to the approval at the next Board of Commissioner meeting on November 21, 2022. After some discussion, the Committee decided to pass on the sale of the credits this year.

WWTP Superintendent Lank reported the fence quote that was previously authorized to pursue is not a costars vendor, therefore it would have to be bid. The lower quote is a vendor previously used by the township and is lower mostly due to not including the electrical work, which the Township employees can do. He was informed that the higher priced quote included heavier duty operators, but it turns out that they are going to be phased out by the manufacturer in a couple of years and be harder to get parts for. The lower quote is a costars member, so no need to go to bid. He asked the Committee how to proceed. The Committee was in favor of moving forward and completing the electrical work in house.

CITIZEN'S QUESTIONS TO THE COMMITTEE: There were several residents in attendance to discuss the Oak Hills/Hershey Heights Sewer installation project. Those with questions included Mr. Bill Bowman, 123 Oak Hill Drive, Ms. Cindy Staley, 865 Hershey Heights Road, Mr. Terry Altland, 2221 Broadway, and Mr. Jack Corriere, 114 Oak Hill Drive.

Mr. Bowman also stated that the streetlamp at the corner of Beaver Creek and Oak Hill Drive that previously had a strobe effect, has been fixed; however, it is now shining very brightly into their home. Manager Rodgers stated that she will have the Township Engineer address the situation.

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

Respectfully submitted,

Donna M. Sweeney,
Township Secretary

MINUTES
HEALTH & SANITATION COMMITTEE
DECEMBER 6, 2022

The Penn Township Health and Sanitation Committee convened on Tuesday, December 6, 2022, at 7:15 p.m. following the Finance Committee meeting. Present were Chairman Berlingo, Commissioners Allison, Elksnis and Heiland, Commissioner Brown was present via cellphone. Also present were Township Manager Rodgers, WWTP Superintendent Lank and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: There were none.

APPROVAL OF THE MINUTES: The minutes of the November 1, 2022, Health and Sanitation Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

OAK HILL HERSHEY / HEIGHTS SEWER PROJECT: WWTP Superintendent Lank reported the house at 841 Hershey Heights Road has been demolished and the lot cleared in preparation for the pump station. The contractor has stated that they will not be starting the pump stations until the first of February. The plan is to have the Township crew complete the last sections of the gravity lines in Hershey Heights prior to the start of the pump station construction. Joao & Bradley is still working on their punch list, with most of it being completed. They will have to return in the spring for the last of their touch-ups.

JANET STREET AND BREEZEWOOD DRIVE SEWER PROJECTS: WWTP Superintendent Lank reported the crew is planning to start the Janet Street project once the remainder of work is completed in Hershey Heights. The supplies for Breezewood Drive are being ordered and that project will begin once Janet Street is complete.

CAMPBELL'S REQUEST FOR ADDITIONAL FLOW: WWTP Superintendent Lank reported he received a request dated November 14, 2022, from Campbell's Snacks for additional flow. He stated that in July 2019 they paid for an additional 75,137 gallons, which brought their allowed monthly average flow to 165,137 gallons with a peak daily flow of 200,137 gallons. They did not consistently start utilizing the additional flow until October of 2021. Since that time, they have appeared to be struggling to consistently meet their permit limits. This year they have been issued three Notice of Violations for exceeding their limits for biochemical oxygen demand and solids. The violations were sent in May, September, and November of this year. Superintendent Lank stated if we allow them to send more flow without controlling the strength of their wastewater, it will only drive the concentration up, which makes it harder on our facility to treat. Superintendent Lank reported that we should not potentially risk exceeding our permit limits to satisfy the needs of a business. The Committee was not in favor of approving the additional flow.

SYNAGRO AGREEMENT REVIEW: WWTP Superintendent Lank reported a letter dated November 1, 2022, was received from Synagro, stating the price adjustment per ton based on the CPI. The cost is being adjusted by 7.24%, from $43.74 to $46.91 per wet ton. They have also requested to start charging a fuel surcharge, which was not in our agreement. It would only be in effect if the cost of diesel fuel is above $6.00 per gallon. The Committee is not in favor of agreeing to the fuel surcharge and advised not to sign the letter.

OTHER MATTERS: WWTP Superintendent Lank reported that a change order dated December 2, 2022, was received from Conewago Enterprises, Inc., in the amount of $105,011.00. This change is due to the project delay, changes of materials, and storage and handling of materials. Superintendent Lank stated that the cast concrete materials are already being held at the Wastewater Treatment Plant, their original plan was to be delivered to the site, so now there is cost incurred to move the materials. Superintendent Lank stated that they attached a letter stating the breakdown of the costs and he does not see the charges as unreasonable. Manager Rodgers will distribute the letter to the Committee in the morning and reported the delay was due to the NPDES permit not being received in time.

CITIZEN'S QUESTIONS TO THE COMMITTEE: Mr. Bill Bowman, 123 Oak Hill Drive, asked the committee about the seeding at the Oak Hill Sewer installation project. Superintendent Lank reported that the information was forwarded, and that payment had been held until rectified.

The meeting was adjourned at 7:30 p.m.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary