

**MINUTES
HEALTH & SANITATION COMMITTEE
MAY 5, 2026**

The Penn Township Health and Sanitation Committee convened on Tuesday, May 5, 2026, at 7:23 pm. Present were Chairman Arnold, Commissioners Heiland, Baile, Elksnis, and Rice. Also present were WWTP Superintendent Lank, Township Manager Sweeney, and Assistant Township Manager Klinefelter. The following items were discussed:

ANNOUNCEMENTS: There were none.

APPROVAL OF THE MINUTES: The minutes of the previous Health & Sanitation Committee meeting were approved as written.

CITIZEN'S COMMENTS: There were none.

SHREDDING EVENT/FOOD DRIVE: WWTP Superintendent Lank reported on the results of the recent Shredding Event and Food Drive. The event was very successful, with 325 vehicles processed through the shredding event and 151 vehicles through the Recycle Center. A total of 57 totes were shredded, yielding over 15,000 pounds of paper. The event also collected 1,214 pounds of food for New Hope Ministries. Superintendent Lank noted one issue: the fire company brought approximately 25 totes to the event, significantly exceeding the allotted amount of 5 to 6 totes (with some flexibility up to 7 or 8). The original contract price of \$1,550 was already paid, but the vendor subsequently billed an additional \$1,000 for the overage. After discussions with the vendor, the overage charge was reduced to \$500. It was agreed that in the future, the fire company will be given a clear tote limit prior to the event. Committee members also discussed whether historical trend data on poundage, cost, vehicle counts, and food collected could be compiled to evaluate whether to continue holding two shredding events per year or consolidate to one. Superintendent Lank indicated that such data has been tracked and can be shared with the Committee. Planning for the fall shredding event will proceed.

TIMBER LANE UPDATE: WWTP Superintendent Lank reported that the crew has completed work on Timber Lane, finishing the access road and dressing up the area with topsoil and seeding. Following that work, the crew began a lateral replacement on Loop Drive due to root intrusion identified during televising. Work at the Public Works fill site is also underway. Service lateral installations are anticipated to begin in the near term as contractor workloads increase.

NEW EQUIPMENT INSTALL UPDATE: WWTP Superintendent Lank provided an update on recently completed equipment projects. Cracks on numerous plant tanks have been sealed, and brick and mortar repairs were completed on the lab building, which was then sealed with a product rated for a minimum of 10 years. A spare coarse screen grinder assembly has been received. The HVAC system in the rear half of the administration building at the plant was replaced. Additionally, two township employees attended a free two-day Vogelsang Pump School in Ohio, where the manufacturer covered meals and hotel accommodations; the Township only provided transportation

and covered two meals. Vogelsang manufactures the sludge pumps at the centrifuge building, the grinder for which the spare assembly was recently acquired, as well as equipment at Mullertown Pump Station and High Point South Pump Station.

SEWER LINING, MANHOLE COATINGS, AND I/I INVESTIGATION: WWTP

Superintendent Lank reported that televising work and quote-gathering for small leak repairs are ongoing. Staff is working to identify additional manhole sections to qualify for a combined lining project, as grouping more locations together improves mobilization cost efficiency. Approximately three manhole sections have been identified thus far, with a goal of adding two more. Once additional sections are identified, quotes for lining work will be obtained.

RECYCLE CENTER FUTURE: WWTP Superintendent Lank reported that following a review of all traffic data since the transition to curbside single-stream recycling, it has been decided to reduce the Recycle Center's operating hours effective June 1, 2026. The new hours will be: Tuesday 8:00 am to 4:15 pm, Thursday 10:00 am to 6:00 pm, and Saturday 8:00 am to 3:00 pm. Notifications are being distributed via the township website, Facebook page, signage at the center, and email notifications to York County Solid Waste Authority and DEP. Signage is being prepared, including a large stop sign measuring 3 feet by 3 feet indicating the center is closed and listing the new operating hours. More durable laminated signs on a harder backing are being produced and expected by the following Tuesday. Discussion was held regarding potential lighting improvements to the canopy area at the Recycle Center, particularly for Thursday evening hours during the fall when darkness arrives earlier. Maintenance staff have been asked to look into surface-mount lighting options similar to the gate lighting recently installed. It was suggested that any canopy lighting be placed on a switch so it is only activated during operating hours, to avoid giving the impression the center is open after hours. The layout of the center will also be reorganized, with Staiman's retrieving two trailers no longer needed for newsprint and magazines. Posts and chains will be used to close off empty trailer bays, and temporary directional signage borrowed from Public Works will be utilized. Committee members discussed how to handle holidays that fall on Tuesdays, Thursdays, or Saturdays under the new schedule, noting that the 4th of July is a Saturday and Christmas Eve falls on a Thursday. It was agreed that the center would close on major holidays, and that making up a Thursday closing around Christmas and New Year's by doubling up on Saturday hours may be considered. This will be revisited closer to the holiday season. Regarding staffing, the two Recycle Center employees were given the option to choose their shift assignments through the personnel committee and union, effective June 1. Their selections were still pending at the time of the meeting, with an update expected by the following day.

OTHER MATTERS: There were none.

CITIZEN'S QUESTIONS TO THE COMMITTEE REGARDING DISCUSSION ITEMS:

Isaac Riston, a representative from Hanover Borough, addressed the Committee. Mr. Riston thanked the Commissioners for attending the Borough's Town Hall Meeting and expressed appreciation for the collaborative relationship between the Township and Borough. He noted a communication gap regarding the Borough's recent consideration of removing fluoride from the water supply, stating that while some neighboring

municipalities such as McSherrystown received the Borough's press release on the matter, others such as Conewago Township did not receive timely notice. Mr. Briston offered to include Penn Township on the Borough's press release distribution list by collecting an email address, and provided a QR code resource that enables access to all Borough press releases, agendas, bids, and related information. A Committee member noted having observed the fluoride issue from a Borough meeting and expressed concern about the short notice given to elected officials to review the matter prior to voting, noting that a motion was made to postpone for additional research time.

The meeting was adjourned at 7:44 pm.

Respectfully submitted,

Laura Klinefelter
Township Secretary