

ORDINANCE 2010-2

AN ORDINANCE GOVERNING MUNICIPAL MANAGEMENT OF ONLOT SUBSURFACE SEWAGE DISPOSAL FACILITIES FOR THE TOWNSHIP OF WILMINGTON, MERCER COUNTY, PENNSYLVANIA

BE IT ORDAINED by the Board of Supervisors of the Township of Wilmington, in the County of Mercer and the Commonwealth of Pennsylvania, as follows:

SECTION I. Short Title; Introduction: Purpose

A. This ordinance shall be known and may be cited as A Sewage Management Program for Wilmington Township.

B. As mandated by the municipal codes, the Clean Stream Law (35 P.S. Sect. 691.1 to 691.1001), and the Pennsylvania Sewage Facilities Act (Act of January 24, 1966, P.L. 1535 as amended, 35 P.S. Sect. 750.1 et seq., known as Act 537), municipalities have the power and the duty to provide for adequate sewage treatment facilities and for the protection of the public health by preventing the discharge of untreated or inadequately treated sewage. The Official Sewage Facilities Plan for Wilmington Township indicates that it is necessary to formulate and implement a sewage management program to effectively prevent and abate water pollution and hazards to the public health caused by improper treatment and disposal of sewage.

C. The purpose of this ordinance is to provide for the inspection, maintenance and rehabilitation, of on-lot sewage disposal systems; to further permit the municipality to intervene in situations which are public nuisances or hazard to the public health; and to establish penalties and appeal procedures necessary for the proper administration of a sewage management program.

SECTION II. Definitions

A. **Act 537** shall mean The Act of January 24, 1966, P.L. 1535 as amended, 35 P.S. Sect. 750.1 et. seq. known as the Pennsylvania Sewage Facilities Act.

B. **Authorized Agent** shall mean a sewage enforcement officer, employee of the Township, professional engineer, plumbing inspector, or any other qualified or licensed person who is authorized to function within specified limits as an agent of Wilmington Township to administer or enforce the provisions of this ordinance.

C. **Board** shall mean Board of Supervisors, Wilmington Township, Mercer County, Pennsylvania.

D. **Codes Enforcement Officer (C.E.O.)** shall mean an individual employed by the municipality to administer and enforce this and other ordinances and codes in the municipality.

E. **Community Sewage System** shall mean any system, whether publicly or privately owned, for the collection of sewage from two or more lots or structures, and the treatment and/or disposal of the sewage on one or more lots or at any other site.

F. **Department** shall mean the Department of Environmental Protection of the Commonwealth of Pennsylvania (DEP).

G. **Individual Sewage System** shall mean a system of piping, tanks or other facilities serving a single lot or structure and collecting and disposing of sewage in whole or in part into the soil or into any waters of this Commonwealth.

H. **Malfunction:** The condition which occurs when an on-lot sewage disposal system discharges sewage onto the surface of the ground, into ground waters of this Commonwealth, into surface waters of this Commonwealth, backs up into the building connected to the system or otherwise causes a nuisance or hazard to the public health or pollution of ground or surface water or contamination of public or private drinking water wells. Systems shall be considered to be malfunctioning if any of the conditions noted above occur for any length of time during any period of the year.

I. **Municipality** shall mean Wilmington Township, Mercer County, Pennsylvania.

J. **Official Sewage Facilities Plan:** shall mean a comprehensive plan for the provision of adequate sewage disposal systems, adopted by the municipality and approved by the Pennsylvania Department of Environmental Protection, as described in and required by the Pennsylvania Sewage Facilities Act.

K. **On-Lot Sewage Disposal System** shall mean any system for disposal of domestic sewage involving pretreatment and subsequent disposal of the clarified sewage into a subsurface soil absorption area or retaining tank for final treatment and disposal; including both individual sewage systems and community sewage systems.

L. **Person** shall mean any individual, association, public or private corporation for profit or not for profit, partnership, firm, trust, estate, department, board, bureau or agency of the Commonwealth, political subdivision, municipality, district, authority, or any other legal entity whatsoever which is recognized by law as the subject of rights and duties. Whenever used in any clause prescribing and imposing a penalty or imposing a fine or imprisonment, the term person shall include the members of an association, partnership or firm and the officers of any local agency or municipal, public or private corporation for profit or not for profit.

M. **Pumper/Hauler** shall mean any person, company, partnership or corporation which engages in cleaning community or individual sewage systems and transports the sewage cleaned from these systems.

N. **Rehabilitation** shall mean work done to modify, alter, repair, enlarge or replace an existing on-lot sewage disposal system.

O. **Replacement Area** shall mean a portion of a lot or a developed property, sized to allow the installation of a spray field or subsurface sewage disposal area, which is reserved to allow that installation in the event of the malfunction of the originally installed on-lot sewage disposal system.

P. **Sewage** shall mean any substance that contains any of the waste products or excrement or other discharge from the bodies of human beings or animals and any noxious or deleterious substances being harmful or inimical to the public health, or to animal or aquatic life, or to the use of water for domestic water supply or for recreation of which constitutes pollution under the Act of June 22, 1937, (P.L. 1987, No. 394), known as The Clean Streams Law, as amended.

Q. **Sewage Enforcement Officer (S.E.O.):** shall mean a person certified by DEP who is employed by Township. Such person is authorized to conduct investigations and inspections, review permit applications, issue or deny permits, and do all other activities as may be provided for such person in the Sewage Facilities Act, the rules and regulations promulgated hereunder and this or any other ordinance adopted by the Township.

R. **Sewage Management District:** shall mean any area or areas of the township designated in the Official Sewage Facilities Plan adopted by the Board as an area for which a Sewage management program is to be implemented. The sewage management district of Wilmington Township encompasses the entire municipality.

S. **Sewage Management Program** shall mean a comprehensive set of legal and administrative requirements encompassing the requirements of this ordinance, the Sewage Facilities Act, the Clean Streams Law, the regulations promulgated hereunder, and such other requirements adopted by the municipality to effectively enforce and administer the ordinance.

T. **Sewage System Certification Form** shall mean a form provided by the municipality to be completed by the Pumper/Hauler which provides certification to the township of septic system pumping, cleaning and certain repairs.

U. **Subdivision** shall mean the division or re-division of a lot, tract or parcel of land by any means into two or more lots, tracts, parcels or other divisions of land including changes in existing lot lines for the purpose, whether immediate or future, of lease, partition by the court for distribution to heirs or devisees, transfer of ownership or

building or lot development. The enumerating of lots shall include as a lot that portion of the original tract or tracts examining after other lots have been subdivided therefrom.

V. **Township** shall mean the township of Wilmington, Mercer County, Pennsylvania.

W. **Zoning Officer** shall mean an individual employed by the municipality to administer and enforce the Township Zoning Ordinance.

For the purposes of this ordinance, any term which is not defined herein shall have that meaning attributed to it under the Sewage Facilities Act and Regulations promulgated thereto.

SECTION III. Applicability

A. From the effective date of this ordinance, its provisions shall apply throughout Wilmington Township in any portion identified in the Official Sewage Facilities Plan as a Sewage Management District. The provisions of this ordinance shall apply to all persons owning or occupying any property serviced by an on-lot sewage disposal system and to all persons installing or rehabilitating on-lot sewage disposal systems.

SECTION IV. Permit Requirements

A. No person shall install, rehabilitate, construct or request bid proposals for construction, or alter an individual sewage system or community sewage system or construct or request bid proposals for construction, or install or occupy any building or structure for which an individual sewage system or community sewage system is to be installed without first obtaining a permit from the Sewage Enforcement Officer indicating that the site and the plans and specifications of such system are in compliance with the provisions of the Clean Streams Law and the Pennsylvania Sewage Facilities Act and the regulations adopted pursuant to those Acts.

B. No system or structure designed to provide individual or community sewage disposal shall be covered from view until approval to cover the same has been given by the Sewage Enforcement Officer. If 72 hours have elapsed, excepting Sundays and Holidays, since the sewage enforcement office issuing the permit received notification of completion of construction, the applicant may cover said system or structure unless permission has been specifically refused by the sewage enforcement officer.

C. The municipality requires applicants for sewage permits to notify the Sewage Enforcement Officer of the schedule for construction of the permitted on-lot sewage disposal system so the inspections (s) in addition to the final inspection required by Act 537 may be scheduled and performed by the Sewage Enforcement Officer.

D. No building or occupancy permit shall be issued for a new building which will contain sewage generating facilities until a valid sewage permit has been obtained from the Sewage Enforcement Officer.

E. No building or occupancy permit shall be issued and no work shall begin on any addition, alteration or conversion of any existing structure, if said addition, alteration or conversion will result in the increase or potential increase of sewage flows from the structure, until the municipality's Zoning Officer and the structure's owner receive from the municipality's Sewage Enforcement Officer either a permit for alteration, rehabilitation or replacement of the existing sewage disposal system or written notification that such a permit will not be required. The municipality's Sewage Enforcement Officer shall determine whether the proposed addition, alteration or conversion of the structure will result in increased sewage flows.

F. No occupancy permit shall be issued by the municipality, its zoning officer or building official for the occupancy of any new building, addition, alteration or the change of use of any building, addition or alteration until the Sewage Enforcement Officer has informed the municipality or said official that the existing sewage system or newly constructed sewage system is complete, operating and has had final inspection or that no such certification is necessary.

G. Sewage permits may be issued only by the municipality's Sewage Enforcement Officer. DEP shall be notified as to the identity of each sewage enforcement officer employed by the municipality.

H. No contractor may proceed to install, construct rehabilitate or alter a system without verifying that the property owner has complied with this section of the ordinance.

SECTION V. Replacement Areas

A. Any revisions to the municipality's Official Sewage Facilities Plan which are prepared pursuant to the applicable regulations of the Pennsylvania Department of Environmental Protection for subdivision or development of land within an identified sewage management district or any township building, subdivision ordinance, etc., shall provide for the testing, identification and reservation of an area of each lot or developed property suitable for the installation of a replacement on-lot sewage disposal system. This requirement is in addition to the testing, identification and reservation of an area for the primary sewage disposal system. This requirement will not apply when the entire development is to be served by public sanitary sewers.

B. No permit shall be issued for any proposed new on-lot sewage disposal system on any newly created or subdivided property in any sewage management district unless and until a replacement area is tested, approved and reserved. All subdivision plans must show the location of two approved drain field sites on each lot.

SECTION VI. Inspections

A. Any on-lot sewage disposal system may be inspected by an authorized agent at any reasonable time as of the effective date of this ordinance.

B. The inspection may include a physical tour of the property, the taking of samples from surface water, wells, other ground water sources, the sampling of the contents of the sewage disposal system itself and/or the introduction of a traceable substance into the interior plumbing of the structure served to ascertain the path and ultimate destination of wastewater generated in the structure.

C. An authorized agent shall have the right to enter upon land for the purposes of inspection described herein.

D. An initial inspection may be conducted by an authorized agent within one year of the effective date of this ordinance for the purpose of determining the type and functional status of each sewage disposal system in the sewage management district. A written report shall be furnished to the owner of each property inspected and a copy of said report shall be maintained in the municipal records.

E. A schedule of routine inspections may be established by the municipality if necessary to assure the proper function of the systems in the sewage management district.

F. An authorized agent shall inspect systems known to be, or alleged to be, malfunctioning. Should said inspections reveal that the system is indeed malfunctioning, the authorized agent shall take action to require the correction of the malfunction. Action by the property owner to mitigate the malfunction shall be required.

G. If there arises a geographic area(s) within the municipality where numerous on-lot sewage disposal systems are malfunctioning, a resolution of these area wide problems may necessitate detailed planning and a revision to the Official Sewage Facilities Plan pertaining to areas affected by such malfunctions. When a DEP authorized Official Sewage Facilities Plan Revision has been undertaken, mandatory repair or replacement of individual malfunctioning sewage disposal systems within the study area may be delayed, at the discretion of the municipality, pending the outcome of the plan revision process. However, the municipality may compel immediate corrective action whenever a malfunction, as determined by municipal officials and/or DEP, represents a serious public health or environmental threat.

SECTION VII. Operation

A. Only normal domestic wastes shall be discharged into any on-lot sewage disposal system. The following shall not be discharged into the system.

1. Industrial waste.

2. Automobile oil and other non-domestic oil.

3. Toxic or hazardous substances or chemicals, including but not limited to, pesticides, disinfectants (excluding household cleaners), acids, paints, paint thinners, herbicides, gasoline and other solvents.

4. Clean surface or ground water, including water from roof or cellar drains, springs, basement sump pumps and french drains.

B. An authorized agent may require installation of water conservation devices and other methods to improve system operations, or become a requirement by adoption of ordinance regarding such devices and methods.

SECTION VIII. Maintenance

A. Any person owning a building served by an on-lot sewage disposal system which contains a septic tank shall have the septic tank pumped by a licensed pumper/hauler within 6 months of the effective date of this ordinance. Thereafter that person shall have the tank pumped at least once every three years, or as required by system design or department regulations. If an inspection reveals that the septic tank is filled with solids or with scum in excess of 1/3 of the liquid depth of the tank, an additional pumping will be required. Receipts from the pumper/hauler shall be submitted to the Township within thirty (30) days of pumping.

B. Any person owning a property served by a septic tank shall submit, with each required pumping receipt, a written statement, from the pumper/hauler or from any other qualified individual acceptable to the township, the baffles within the tank have been inspected and found to be in good working order. Any person whose septic tank baffles are determined to required repair or replacement shall first contact a sewage enforcement officer for approval of the necessary repair.

C. The required pumping frequency may be increased at the discretion of an authorized agent if the septic tank is undersized, if solids buildup in the tank is above average, if the hydraulic load on the system increases significantly above average, if a garbage grinder is used in the building, if the system malfunctions or for other good cause shown. If any person can prove that their tank had been pumped within three years of the effective date of this ordinance, then the municipality may delay that person's initial required pumping to conform to the general three year frequency requirement, except where an inspection reveals need for more frequent pumping.

D. Any person owning a building served by an on-lot sewage disposal system which contains an aerobic treatment tank shall follow the operation and maintenance recommendations of the equipment manufacturer. A copy of the manufacturer's recommendations and a copy of the service agreement shall be submitted to the township within six months of the effective date of this ordinance. Thereafter, service receipts shall be submitted to the Township at the intervals specified by the manufacturer's recommendations. In no case may the pumping intervals for aerobic treatment tanks exceed those required for septic tanks.

E. Any person owning a building served by a cesspool or dry well shall have that system pumped according to the schedule prescribed for septic tanks. The cesspool or dry well must be replaced by a permitted on lot septic system approved by the Township. For a

system consisting of a cesspool or dry well preceded by an approved septic tank, only the septic tank must be pumped at the prescribed interval.

F. Any system pumping shall include an inspection of the sidewalls of the cesspool or drywell. If the sides are in need of cleaning, the homeowner is responsible to ensure completion and documentation of cleaning.

G. An authorized agent may require additional maintenance activity as needed including, but not necessarily limited to, cleaning and unclogging of piping, servicing and the repair of mechanical equipment, leveling of distribution boxes, tanks and lines, removal of obstruction roots or trees, the diversion of surface water away from the disposal area, etc.

H. The municipality shall issue a written notice of violation to any person who is the owner of property in the municipality if the municipality has not received a sewage system certification form proving that they have had their septic tank, cesspool or drywell pumped within the time limits as specified in this Article.

I. Within thirty (30) days of notification by the municipality that a septic tank, cesspool or drywell has not been pumped within the time limits set by this Article, the owner shall have said septic tank, cesspool or drywell pumped and pumper/hauler shall provide the municipality with a sewage system certification form showing that it has been pumped.

SECTION IX. System Rehabilitation

A. No person shall operate and maintain an on-lot sewage disposal system in such a manner that it malfunctions. All liquid wastes, including kitchen and laundry wastes, shall be discharged to a treatment tank. No sewage system shall discharge untreated or partially treated sewage to the surface of the ground or into the waters of the Commonwealth unless a permit to discharge has been obtained from the Pennsylvania Department of Environmental Protection.

B. An authorized agent shall issue a written notice of violation to any person who is the owner of a property in the municipality which is found to be served by a malfunctioning on-lot sewage disposal system or which is discharging sewage without a permit.

C. Within seven (7) days of notification by the municipality that a malfunction has been identified, the property owner shall make application to the Sewage Enforcement Officer for a permit to repair or replace the malfunctioning system. Within thirty (30) days of initial notification by the municipality, the construction shall commence unless seasonal or unique conditions mandate a longer period. Within sixty (60) days of the original notification, construction shall be completed unless seasonal or unique conditions mandate a longer period, in which case the municipality shall set an extended completion date.

D. An authorized agent shall have the authority to require the repair of any malfunction by the following methods: cleaning, repair or replacement of components of the existing system, additional capacity or otherwise altering or replacing the system's treatment tank, expanding the existing disposal area, replacing the existing disposal area, replacing a gravity distribution system with a pressurized system, replacing the system with a holding tank, connection to central collection system, or any other alternatives appropriate for the specific site.

E. In lieu of, or in combination with, the remedies described in D above, the municipality's authorized agent may require the installation of water conservation equipment and the institution of water conservation practices in structures served. Wastewater generation in the structure may also be reduced by requiring changes in water usage patterns in the structure served. Water using devices and appliances in the structure may be required to be retrofitted with water saving appurtenances or they may be required to be replaced by water conserving devices.

F. In the event that the rehabilitation measures in A through E are not feasible or effective, the municipality may require the owner to apply to the Pennsylvania Department of Environmental Protection for a permit to install a small flow treatment facility. Upon receipt of said permit, the owner shall complete construction of the system within thirty (30) days, unless seasonal or unique conditions mandate a longer period. The municipality shall determine the construction period in this case.

G. Should none of the remedies described above prove totally effective in eliminating the malfunction of an existing on-lot sewage disposal system, the property owner is not absolved of responsibility for that malfunction. The municipality may require whatever action is necessary to lessen or mitigate the malfunction to the extent that it feels necessary. This may include requirement to connect to a community system regardless of distance to such system.

H. In areas that have been designated by the Municipality for future service by sanitary sewer lines, the municipality's authorized agent may design a program of interim remedial actions to be implemented until sanitary sewer is available to the effected property.

SECTION X. Liens

The municipality, upon written notice from the authorized agent that an imminent health hazard exists due to failure of a property owner to maintain, repair or replace an on-lot sewage disposal system as provided under the terms of this ordinance, shall have the authority to perform, or contract to have performed, the work required by the authorized agent. The owner shall be charged for the work performed and, if necessary, a lien shall be entered therefore in accordance with the law.

SECTION XI. Disposal of Sewage

A. All sewage originating within the municipal sewage management district shall be disposed of in accordance with the requirement of the Solid Waste Management Act and all other applicable laws and at sites or facilities approved by DEP. Approved sites or facilities shall include the following: sewage treatment facilities, wastewater treatment plants, composting sites, and approved farm lands.

B. Sewage pumper/haulers operating within the municipal sewage management district shall operate in a manner consistent with the provisions of the Pennsylvania Solid Waste Management Act (Act 97 of 1980, 35 P.S. subsections 6018.101-6018.1003). and all other applicable laws.

C. All pumper/haulers must be approved by the Township to pump sewage within or from the municipality.

SECTION XII. Administration

A. The municipality shall fully utilize those powers it possesses through enabling statutes and ordinances to effect the purposes of this ordinance.

B. The municipality may employ qualified individuals to carry out the provisions of this ordinance. Those employees may include a certified sewage enforcement officer and may include a codes enforcement officer, secretary, administrator or other persons as required. The municipality may also contract with private qualified persons or firms as necessary to carry out the provisions of this ordinance.

C. All permits, records, reports, files and other written material relating to the installation, operation and maintenance and malfunction of on-lot sewage disposal systems in the sewage management district shall become the property of, and be maintained by, the municipality. Existing and future records shall be available for public inspection. All records pertaining to sewage permits, building permits, occupancy permits and all other aspects of the sewage management program shall be made available, upon request, for inspection by representatives of the Pennsylvania Department of Environmental Protection.

D. The Supervisors shall establish all administrative procedures necessary to properly carry out the provisions of this ordinance.

E. The Supervisors may establish a fee schedule by Resolution and subsequently collect fees by any appropriate method including the use of municipal liens to cover the cost to the municipality of administering this program.

SECTION XIII. Complaint Investigation

A. All complaints shall be submitted to the township in writing.

- B. Investigations will be completed by an authorized agent of the township in accordance with Section VI.
- C. Any property found to be in violation shall pay the cost of investigation by an authorized agent of the township, in addition to penalties listed in Section XIV.
- D. In the event no issues are found, the complainant shall pay the cost of investigation.

SECTION XIV. Administrative Appeals

A. Appeals from the determination of the Municipality or its authorized agents, under this Ordinance, shall be made to the Board of Supervisors in writing within thirty (30) days from the date of written notification of the decision in question.

B. The appellant shall be entitled to a hearing before the Board of Supervisors at its next regularly scheduled meeting, if a written appeal is received at least 14 days prior to that meeting. If the appeal is received within 14 days of the next regularly scheduled meeting, the appeal shall be heard at the next regularly scheduled meeting following the meeting currently pending. The municipality shall thereafter affirm, modify, or reverse the aforesaid decision. The hearing may be postponed for a good cause shown by the appellant or the township. Additional evidence may be introduced at the hearing provided that it is submitted with the written notice of appeal.

C. The decision of the Board shall be made in writing within thirty (30) days of the termination of the hearing and shall be communicated by First Class Mail to the Appellant.

SECTION XV. Enforcement

A. Enforcement Notice. If it appears to the Municipality that a violation of this ordinance has occurred, the Municipality shall initiate enforcement proceedings by sending an Enforcement Notice as provided in this section.

B. The Enforcement Notice shall be sent to the owner of Record of the Parcel on which the violation has occurred, to any person who has filed a written request to receive Enforcement Notices regarding that parcel, or to any person requested in writing by the owner of record.

C. The Enforcement Notice shall state at least the following:

(1) The name of the owner of record or any other person against whom the Municipality intends to take action.

(2) The location of the property in violation.

(3) The specific violation with the description of the requirements which have not been met, citing in each instance the applicable provisions of the Ordinance.

(4) The date before which the steps for compliance must be commenced and the date before which the steps must be completed.

(5) That the recipient of the Notice has the right to appeal to the Board within a prescribed period of time in accordance with the procedures set forth in the Ordinance.

(6) That failure to comply within that time specified, unless extended by appeal to the Board of Review, constitutes a violation with possible sanctions as are set forth in Ordinance No. 2010-2.

SECTION XVI. Penalties

(1) Any person who shall violate any provision of this Ordinance shall be guilty of a summary offense. Upon conviction thereof, before a District Magistrate or other judicial official having jurisdiction, be sentenced to pay a fine of not less than \$500.00 nor more than \$5,000.00 plus costs or be imprisoned not to exceed ninety (90) days or both. Each day that a violation occurs shall be considered to be a separate offense subject to a separate penalty as is provided herein.

(2) In addition to proceeding under any other remedy available at law or in equity for a violation of this Ordinance, after notice and hearing, the municipality or local agency may assess a civil penalty against any person for that violation. In addition, the municipality may assess the cost of damages caused by such violation and the cost of correcting such violation. Before assessing a civil penalty or such costs, the municipality shall provide a violator with a notice of proposed assessment which cites the violation of the act, and/or Ordinance, permit or other order issued thereunder and offer to conduct an assessment hearing to evaluate the violation and the amount of the penalty or cost. The notice of proposed assessment shall contain an explanation of the right to a hearing and appeal. The municipality shall assign a representative to hold the assessment hearing. The assessment hearing shall not be governed by requirements of formal adjudicatory hearings and may be held at any time at the convenience of the parties. The civil penalty may be assessed whether or not the violation was willful. The civil penalty so assessed shall be not less than three hundred dollars (\$300.00) nor more than two thousand five hundred dollars (\$2,500.00) for each violation. In determining the amount of penalty, the municipality shall consider the factors set forth at 35 P.S. Sec. 750.13a. The proceedings relative to the imposition of the assessment and collection thereof shall be consistent with 35 P.S. Sec. 750.13a.

(3) Whether penalties are imposed under this section as a criminal and/or civil violation, it shall have no effect on the right of the municipality to proceed with any other rights it may have at law or equity to enforce this Ordinance and/or the referenced statutes in said Ordinance.

SECTION XVII. Repealer

All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby replaced to the extent of such inconsistency.

SECTION XVIII. Severability

If any section or clause of this ordinance shall be adjudged invalid, such adjudication shall not affect the validity of the remaining provisions which shall be deemed severable therefrom.

Duly Enacted and Ordained the 10th day of November 2010, by the Board of Supervisors of Wilmington Township, Mercer County, Pennsylvania in lawful session duly assembled, by a vote of _____ to _____.

WILMINGTON TOWNSHIP

ATTEST:

_____(SEAL)
Wendy Campbell
Township Secretary