

## **POLICY FOR ACCEPTING CONCERNS/COMPLAINTS FOR THE ENGLEWOOD/PARTRIDGE HILLS SEWER PROJECT**

In order to address any or concerns/complaints with the sewer project, the following policy is established.

All Concerns/Complaints are to be made in writing and sent to the Board of Supervisors. This can be done either through a letter sent via mail to the Board of Supervisors, 8848 Jonestown Rd., Grantville, PA 17028, or dropped off at the municipal office, or can be done through email to [ehsupervisors@comcast.net](mailto:ehsupervisors@comcast.net).

Township staff will review the concern/complaint and forward it to the appropriate person.

Engineering – LTL Consultants

Financial – Stein Consulting

Legal – Hawke, McKeon, Sniscak

Any that do not fit in to the above categories will be forwarded to a member of  
The Water and Sewer Committee.

The Board of Supervisors will be copied on all correspondence/e-mails

A copy of the concern/complaint along with the response will be kept at the municipal building.