

# **PENN TOWNSHIP MUNICIPAL AUTHORITY**

## **Minutes From Regularly Scheduled Meeting June 2, 2005**

A regularly scheduled meeting of the Penn Township Municipal Authority was held on Thursday, June 2, 2005 at 7:00 p.m. in the Penn Township Municipal Building located at 12 Clifford Road, Selinsgrove, PA. Chairman Neal Smith presiding.

### **MEMBERS PRESENT:**

Chairman Neal Smith, Vice-Chairman Darwin Swope, Secretary Gregory Aungst and Assistant Secretary/Treasurer Thomas Ferry

*Member(s) Absent:* Treasurer Timothy Laubscher

### **OTHERS PRESENT:**

Inspector Pete DeWire, Solicitor Edward Mihalik, Jr. Esq., Administrative Secretary Susan Seebold and Engineer Kevin Shannon of Gannett Fleming, Inc.

### **VISITORS PRESENT:**

Penn Township Supervisor Candidate Matt Hetherington

### **MINUTES:**

The Authority members reviewed the minutes of the May 4, 2005 PTMA meeting. A motion was made by Vice-Chairman Darwin Swope to approve the minutes from the May 4, 2005 Penn Township Municipal Authority meeting as presented with the following correction:

On Page 1, under the heading *Others Present*, "Engineer Kevin Shannon of Gannett Fleming, Inc." shall be added.

Chairman Neal Smith seconded the motion and unanimously approved.

### **PUBLIC COMMENT:**

#### ***PTMA Office Location:***

Penn Township Supervisor Candidate Matt Hetherington came before the board to discuss the current PTMA office location. The Authority members explained that the current Penn Township Supervisors proposed a new 24 X 28 prefabricated office with rent being set at \$1200.00 per month (\$21.43 per square foot). They further explained that the going rate according to the Bowen Real Estate Agency is \$7.00 - \$8.00 per square foot. Upon a brief discussion, Mr. Hetherington stated that if he becomes the next Penn Township Supervisor, he would not go along with the \$1200.00 per month and would push for the going rate per square foot. Further discussion was tabled until the Penn Township Supervisors contacts PTMA.

*(Matt Hetherington left the meeting at 7:07 p.m.)*

### **CORRESPONDENCE:**

#### ***Pheasant Ridge – Larson Design Group:***

The Authority members reviewed the June 2, 2005 letter from Justin Keister of Larson Design Group concerning the proposed Pheasant Ridge Land Development. After a brief discussion, Chairman Neal Smith motioned to send a letter to Mr. Keister stating that the Penn Township Municipal Authority and its engineer have preliminarily reviewed his June 2, 2005 letter concerning the Pheasant Ridge Land Development. It shall further state that upon review the Authority finds that public water facilities are available based on the estimated 37 EDU's and sewerage facilities are available based on an estimated total average sewage flow of 10,175 gallons per day (37 EDU's at 275 gallons per day per EDU) to serve

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the proposed 37 lots in the Pheasant Ridge Land Development. It will also note that the estimated flows will not cause an over-load on the PTMA water or sewers system in the projected 5 years and the Authority will accept the proposed connections to the public water and sewer systems upon compliance with all of the Authority's rules, regulations, requirements and specifications pertaining to connections.

Chairman Smith further motioned that the letter shall also state that approval by the Borough of Selinsgrove (conveyance capacity) and the Eastern Snyder County Regional Authority (ESCRA) (treatment capacity) is also required in order to proceed with this project. It shall further state that prior to the plan review, a water escrow account in the amount of \$3,500.00 and a sewer escrow account in the amount of \$3,500.00 totaling \$7,000.00 must be set up with the Authority office. It shall further note that the escrow funds will be used for Engineering & Legal review of all water and sewer plans for the said development along with associated inspection fees by the Authority's Inspector, with any unused funds will be returned upon the final completion of the project. Vice-Chairman Darwin Swope seconded the motion and unanimously approved.

### ***BOOSTER PUMPING STATION PROJECT:***

#### ***Estimate #2 of Part A – General Construction:***

Upon review and approval by PTMA Engineer Kevin Shannon of Gannett Fleming, Inc., Vice-Chairman Darwin Swope motioned to approve and pay Estimate #2 of the Water Booster Pumping Station Contract Part A – General Construction in the amount of \$17,666.98 to 4-M Construction Services Company. Secretary Gregory Aungst seconded the motion and unanimously approved.

#### ***Project Change Order:***

Engineer Kevin Shannon reported that the Booster Pumping Station building arrived today and has been set in place. After the Authority members further discussed the aforementioned project, Assistant Secretary/Treasurer Thomas Ferry motioned to have Gannett Fleming, Inc. add a change order to the PTMA Water Booster Pumping Station Contract Part B – Electrical to include a generator/transfer switch and plug. Vice-Chairman Darwin Swope seconded the motion and unanimously approved. It shall be noted that the change order will not include the actual generator.

### ***PTMA/SMA WATER SYSTEM CONSOLIDATION:***

The PTMA/SMA Water System Consolidation discussion was tabled.

### ***SALEM MANOR MOBILE HOME PARK WATER SYSTEM:***

Chairman Neal Smith reported that the Authority has not received a response from Mr. Fred Madeira, owner of the Salem Manor Mobile Home Park, concerning the proposed water main extension agreement and Deed of Water Rights. Further discussion was tabled until the owner of the Salem Mobile Home Park contacts PTMA.

### ***ALLEY "A" SEWER MAIN EXTENSION:***

Inspector Pete DeWire reported that the Alley "A" Sewer Main Extension Project has been successfully completed and recommends payment to Fairchild Brothers, Inc. Inspector DeWire further reported that four out of the five Penn Township properties affected by the relocation of the Selinsgrove Municipal Authority (SMA) University Avenue sewer main has disconnected from the SMA main and have connected to the PTMA Alley "A" sewer main.

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### ***WHITEBRIAR DEVELOPMENT:***

Upon reviewing and discussing the June 1, 2005 letter from Robert Bickhart of Gerald E. Bickhart & Sons, Inc., Secretary Gregory Aungst motioned to approve the Whitebriar Residential Subdivisions plans dated April 11, 2005 as approved by Engineer Kevin Shannon of Gannett Fleming, Inc. Vice-Chairman Darwin Swope seconded the motion and unanimously approved.

### ***ACT 57 OF 2003 CAPITAL CHARGES STUDIES:***

#### ***Sewer:***

The Authority members reviewed the revised, drafted copies of the PA Act 57 of 2003 Capital Charges Study for the Sanitary Sewer and Water Systems. After a lengthy discussion, Chairman Neal Smith motioned to increase the sewer permit residential inspection fee to \$125.00 per connection, with the current sewer permit administrative fees and commercial inspection fee remaining unchanged. Vice-Chairman Darwin Swope seconded the motion and unanimously approved.

Vice-Chairman Darwin Swope motioned to adopt PTMA Resolution 2005-1 (Sewer Tapping Fees), which includes a *Capacity Fee* of \$1,700.00 per EDU and a *Collection Fee* of \$600.00 per EDU, with one EDU being equivalent to 239 gallons per day, effective immediately. Assistant Secretary/Treasurer Thomas Ferry seconded the motion and unanimously approved.

#### ***Water:***

Vice-Chairman Darwin Swope motioned to (1) increase the water permit administrative fee to \$100.00 per connection, (2) increase the water permit residential inspection fee to \$75.00 per connection and (3) increase the water permit commercial inspection fee to \$125.00 per connection. Chairman Neal Smith seconded the motion and unanimously approved.

Chairman Neal Smith motioned to adopt PTMA Resolution 2005-2 (Water Tapping Fees), which includes a *Capacity Fee* of \$211.56 per EDU, a *Special Purpose Fee* of \$1,909.25 per EDU for customers directly or indirectly served by the PTMA Water Consolidated System mains and a *Distribution Fee* of \$0.00 per EDU, with one EDU being equivalent to 172 gallons per day, effective immediately. Assistant Secretary/Treasurer Thomas Ferry seconded the motion and unanimously approved.

Vice-Chairman Darwin Swope motioned to approve up to an additional \$1,000.00 for work completed over Gannett Fleming, Inc.'s budget for the water portion of the Act 57 of 2003 Capital Charges Study. Chairman Neal Smith seconded the motion and unanimously approved.

### ***CHAIRMAN'S REPORT:***

#### ***Salem Glenn Pump #1:***

Chairman Neal Smith reported that he and PTMA Operator Scott Sharp have been in contact with Kappe Associates, Inc. concerning the Salem Glenn Pump Station's Pump #1, which is currently out of service. Chairman Smith further reported that Kappe Associates, Inc. will repair pump #1 and will submit a proposal to replace said pump along with a proposal to maintain all three sewer pump stations.

### ***INSPECTOR'S REPORT By Pete DeWire of PECO Consultants, Inc.:***

Inspector Pete DeWire reported that he has nothing further to report.

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### ***OPERATOR'S REPORT By Scott L. Sharp:***

The Authority members reviewed the Monthly Operating Report submitted by PTMA Operator Scott L. Sharp. (See Attachment A)

Chairman Neal Smith motioned to have Fairchild Brothers, Inc. repair the two sewer main separations located along the PTMA sewer main in Wedgewood Gardens. Vice-Chairman Darwin Swope seconded the motion and unanimously approved.

### ***TREASURER'S REPORTS By Timothy Laubscher:***

The Authority members reviewed the financial reports. (See Attachment B and C.)

After the board members reviewed the current Certificate of Deposit Rates, Chairman Neal Smith motioned to purchase a \$350,000.00, 14-month Certificate of Deposit from Northumberland National Bank with the interest rate of 3.64% and a yield of 3.70%. Vice-Chairman Darwin Swope seconded the motion and unanimously approved.

Vice-Chairman Darwin Swope motioned to approve the Payments and Time Cards as presented. Assistant Secretary/Treasurer Thomas Ferry seconded the motion and unanimously approved.

### ***ADJOURNMENT:***

With no further business to discuss Vice-Chairman Darwin Swope motioned to adjourn the June 2, 2005 PTMA meeting at 8:34 p.m. Chairman Neal Smith seconded the motion and unanimously approved.

***Respectfully Submitted,  
Susan L. Seebold, Administrative Secretary  
Penn Township Municipal Authority***