

PENN TOWNSHIP MUNICIPAL AUTHORITY

Minutes From Regularly Scheduled Meeting July 7, 2005

A regularly scheduled meeting of the Penn Township Municipal Authority was held on Thursday, July 7, 2005 at 7:04 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, Treasurer Timothy Laubscher and Assistant Secretary/Treasurer Thomas Ferry

Member(s) Absent: Secretary Gregory Aungst

OTHERS PRESENT:

Inspector Pete DeWire, Solicitor Edward Mihalik, Jr. Esq., Administrative Secretary Susan Seebold, Engineer Kevin Shannon of Gannett Fleming, Inc. and PTMA Operator Scott Sharp (arrived at 7:10 p.m.)

VISITORS PRESENT:

Al Shultz of Salem RV and Ken Wagner of Schaeffer, Jones, Eichner and Wagner, LLP

MINUTES:

The Authority members reviewed the minutes of the June 6, 2005 PTMA meeting. A motion was made by Vice-Chairman Darwin Swope to approve the minutes from the June 6, 2005 Penn Township Municipal Authority meeting as presented. Assistant Secretary/Treasurer Thomas Ferry seconded the motion and unanimously approved.

PUBLIC COMMENT:

No one present to be heard.

CORRESPONDENCE:

No correspondence to be reviewed.

LEASE PROPERTY:

Mr. Al Shultz of Salem RV came before the board to present a rental property proposal for the possible relocation of the PTMA office. After a brief discussion, the Authority members scheduled a tour of the aforementioned property for Tuesday, July 12, 2005 at 3:30 p.m.

(Mr. Al Shultz left the meeting at approx. 7:10 p.m.)

(Mr. Ken Wagner and PTMA Operator Scott Sharp joined the meeting at 7:10 p.m.)

2004 PTMA AUDIT:

The Authority members and Auditor Ken Wagner of Schaeffer, Jones, Eichner and Wagner, LLP reviewed the 2004 PTMA financial statements. After a brief discussion, Chairman Neal Smith motioned to approve the Penn Township Municipal Authority Audited Financial Statements for the Year ended December 31, 2004 as presented by Schaeffer, Jones, Eichner and Wagner, LLP. Vice-Chairman Darwin Swope seconded the motion and unanimously approved.

(Ken Wagner left the meeting at 7:30 p.m.)

BOOSTER PUMPING STATION PROJECT:

Project Status:

Engineer Kevin Shannon reported on the status of the Booster Pumping Station Project.

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Estimate #3 of Part A – General Construction:

Upon review and approval by PTMA Engineer Kevin Shannon of Gannett Fleming, Inc., Chairman Neal Smith motioned to approve and pay Estimate #3 of the Water Booster Pumping Station Contract Part A – General Construction in the amount of \$42,488.06 to 4-M Construction Services Company. Vice-Chairman Darwin Swope seconded the motion and unanimously approved.

PTMA/SMA WATER SYSTEM CONSOLIDATION:

Chairman Neal Smith reported that he spoke with Selinsgrove Borough Manager, John Bickhart, concerning the PTMA/SMA Water System Consolidation. According to Mr. Bickhart, the Selinsgrove Borough and the Selinsgrove Municipal Authority are still interested in the possible consolidation. Further discussion of 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.

PEACHWOOD VIEW DEVELOPMENT:

The Authority members reviewed and briefly discussed the June 7, 2005 letter from Michael McCleary of J.A. Coukart & Assoc. concerning the water and sewer facilities in the proposed Peachwood View Development. After a brief discussion, Vice-Chairman Darwin Swope motioned to send a letter to Michael McCleary of J.A. Coukart & Assoc. stating that the Penn Township Municipal Authority and its engineer have reviewed Mr. McCleary's June 7, 2005 letter concerning the proposed Peachwood View Development. It shall further state that upon review the Authority finds that public water facilities are available based on the estimated 9,900 gallons of water per day and sewerage facilities are available based on an estimated total average sewage flow of 9,900 gallons per day (36 EDU's at 275 gallons per day per EDU) to serve the proposed 21 lots (15 duplex and 6 single) totaling 36 units in the Peachwood View Development. It shall also state that the estimated flows will not cause an over-load on the PTMA water or sewers system in the projected 5 years. It shall note that 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. It shall further note that approval by the Eastern Snyder County Regional Authority (ESCRA) (treatment capacity) is also required in order to proceed with this project. Vice Chairman Swope further motioned that the letter shall 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 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.

Chairman Neal Smith called an executive session at 7:48 p.m. The July 7, 2005 Penn Township Municipal Authority meeting reconvened at 8:03 p.m.

Based upon the executive session, Vice-Chairman Darwin Swope motioned to include the Penn Township Board of Supervisors' June 30, 2005 letter concerning the eviction of the Penn Township Municipal Authority Office as Attachment D of the July 7, 2005 PTMA minutes. Assistant Secretary/Treasurer Thomas Ferry seconded the motion and unanimously approved.

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CHAIRMAN'S REPORT:

Pawling Station Industrial Park:

Chairman Neal Smith reported that the Chamber of Commerce purchased the remainder of the Pawling Station Industrial Park (formerly known as the Charles Cobler Property) located along route 522 for future development.

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

Grayson View Repairs:

Inspector Pete DeWire reported that he has discovered many repairs that must be repaired in the Grayson View Development. After a moderate discussion, the Authority office was directed to send a list of repairs along with a letter to Richard Yingst of Yingst Homes, Inc. stating that recently the Authority Inspector, Pete DeWire, has been in contact with Dale Brown of Yingst Homes, Inc. concerning several repairs that need to be completed in the Grayson View Development. It shall further state that the attached list of water and sewer repairs that must be completed in order for Grayson View Development to be in compliance with the Penn Township Municipal Authority Rules, Regulation, Requirements and Specification. It shall also state that all repairs be complete on or before Friday, September 30, 2005. It shall also note that the Authority inspector will work with Yingst Homes, Inc. personnel to approve work as it progresses.

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)

TREASURER'S REPORTS By Timothy Laubscher:

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

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 Chairman Neal Smith motioned to adjourn the July 7, 2005 PTMA meeting at 8:48 p.m. Assistant Secretary/Treasurer Thomas Ferry seconded the motion and unanimously approved.

Respectfully Submitted,

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