

PENN TOWNSHIP MUNICIPAL AUTHORITY

Minutes From Regularly Scheduled Meeting February 2, 2006

A regularly scheduled meeting of the Penn Township Municipal Authority was held on Thursday, February 2, 2006 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, Treasurer Timothy Laubscher (Arrived at 7:10 p.m.), Secretary Gregory Aungst and Assistant Secretary/Treasurer Thomas Ferry

Member(s) Absent: None

OTHERS PRESENT:

Solicitor Robert M. Cravitz, Esq., Inspector Pete DeWire of PECO Consultants, Inc., Administrative Secretary Susan Seebold, Engineer Kevin Shannon of Gannett Fleming, Inc. and Operator Scott Sharp (Arrived at 7:35 p.m.)

VISITORS PRESENT:

Justin Keister of Larson Design Group, Inc. and Glen Swope

MINUTES:

The Authority members reviewed the minutes of the January 5, 2006 PTMA meeting. A motion was made by Vice-Chairman Darwin Swope to approve the minutes from the January 5, 2006 Penn Township Municipal Authority meeting as presented with the following correction:

On Page 3 under the Inspector's Report, the second sentence in paragraph 2 shall read, "... this problem should be corrected before the road is tarred and chipped in the spring."

Secretary Gregory Aungst seconded the motion and unanimously approved

PUBLIC COMMENT:

No one present to be heard.

CORRESPONDENCE:

Glen Swope Property:

The Authority members reviewed and discussed the February 2, 2006 faxed letter from Snyder County Sewage Enforcement Officer, Jim Grose, concerning the on-lot sewer system on the Glen Swope property. After a brief discussion, Chairman Neal Smith motioned to have Pete DeWire of PECO Consultants, Inc. draft a preliminary sewer main extension design to determine the possibility of extending the PTMA sewer main to service three homes located along Old Colony Road. Assistant Secretary/Treasurer Thomas Ferry seconded the motion and approved with Vice-Chairman Darwin Swope abstaining. The Authority office was directed to send a letter to Mr. James Grose stating that the Authority has reviewed his February 2, 2006 letter to Mr. Glen Swope concerning his Old Colony Road on-lot sewer system and have discussed this matter with Mr. Swope at the February 2, 2006 PTMA meeting. It shall further state that upon said discussion the Authority has directed Pete DeWire of PECO Consultants, Inc. to do a preliminary design to determine if a sewer main extension would be possible to service Mr. Swope's property and 2 other properties located along Old Colony Road.

(Glen Swope left the meeting at 7:15 p.m.)

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ROBERT ROMIG II LAND DEVELOPMENT:

Chairman Neal Smith reported that the Authority office has not heard from Robert Romig II concerning his land development. Further discussion was tabled until Mr. Romig presents PTMA with the land development plans, at which time, the Authority can review the sewer capacity required for said land development.

ST. PIUS X LAND DEVELOPMENT:

The Authority reviewed and discussed the January 23, 2006 letter from Justin Keister of Larson Design Group, Inc. concerning the proposed St. Pius X Catholic Church Land Development. Upon said discussion Chairman Neal Smith motioned to send a letter to Larson Design Group stating that the Penn Township Municipal Authority and its engineer have preliminarily reviewed the St. Pius X Catholic Church Land Development preliminary plans. It shall further state that upon said review the Authority finds that public water facilities are available based upon the estimated 5,675 gallons per day and sewerage facilities are available based on an estimated 21 Equivalent Dwelling Units (EDU's) @ 275 gpd/EDU (5,775 gpd) per quarter for the aforementioned development located between Harris Estates, Eighteenth Street, West Chestnut Street and Bel Mar Terrace in Penn Township. The letter shall also state that the estimated flows will not cause an over-load on the PTMA sewer 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 also note 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. Assistant Secretary/Treasurer Thomas Ferry seconded the motion and unanimously approved.

Chairman Neal Smith motioned to require St. Pius X Catholic Church to set up a water escrow account in the amount of \$1,500.00 and a sewer escrow account in the amount of \$1,500.00, totaling \$3,000.00, for the engineer and legal review along with all associated inspection by the Authority's inspector. Vice-Chairman Darwin Swope seconded the motion and unanimously approved.

(Operator Scott Sharp joined the meeting at 7:35 p.m. and Justin Keister of Larson Design Group, Inc. left the meeting at 7:37 p.m.)

SALEM MANOR MOBILE HOME PARK WATER SYSTEM:

Chairman Neal Smith reported that the Authority has not received a response from Roger & Andrea Christoff, owners of the Salem Manor Mobile Home Park, concerning the possibility of PTMA servicing their mobile home park with a bulk water service. Further discussion was tabled until the owners of the Salem Mobile Home Park contact PTMA.

2005 CHAPTER 94 REPORT:

After the Authority members reviewed and discussed the drafted 2005 Chapter 94 Report, Vice-Chairman Darwin Swope motioned to approve the PTMA 2005 Municipal Wasteload Management Report dated February 2006 as presented by Gannett Fleming, Inc. with all corrections noted. Secretary Gregory Aungst seconded the motion and unanimously approved.

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ANNUAL WATER FACILITIES INSPECTION PROPOSAL:

The Authority members reviewed the January 25, 2006 Annual Water System Inspection proposal from Gannett Fleming, Inc. After a brief discussion, Vice-Chairman Darwin Swope motioned to approve the January 25, 2006 Annual Water System Inspection and Report Proposal as presented by Gannett Fleming, Inc. in the amount of \$2,500.00 per year until terminated by the Authority. Assistant Secretary/Treasurer Thomas Ferry seconded the motion and unanimously approved.

CHAIRMAN'S REPORT By Neal Smith:

PTMA Office Space:

After the Authority members discussed their options concerning the PTMA office space, the Authority office was directed to send a memo to the Penn Township Board of Supervisors that states the Authority has reviewed the Board of Supervisors' January 5, 2006 memo concerning the PTMA office space rent increase of \$900.00 per month. It shall further state that enclosed they will find payment for January's Rent in the amount of \$300.00. It will also state that due to the substantial rent increase, the Authority requests an itemized list of costs the Board of Supervisors have incurred as a result of the PTMA office being located within the Board of Supervisors' Building. It will note that past increases have been \$25.00 per month and come every other year, in and of themselves well above inflation. It will also note that this is not a competitive situation and hopefully the Board of Supervisors agree that the situation has been beneficial to both parties, and most importantly beneficial to the residents of Penn Township.

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

Inspector Pete DeWire reported that he assisted Operator Scott Sharp and Rick Kline with the Salem Glenn Pump Station alarm and subsequent repair. (See Attachment A)

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.)

The Authority office was directed to make a loan payment from the PTMA Water Fund to the PTMA Sewer Fund in the amount of \$10,000.00.

Secretary Gregory Aungst motioned to approve the Payments and Time Cards as presented. Treasurer Timothy Laubscher seconded the motion and unanimously approved.

ADJOURNMENT:

With no further business to discuss Chairman Neal Smith motioned to adjourn the February 2, 2006 PTMA meeting at 8:10 p.m. Secretary Gregory Aungst seconded the motion and unanimously approved.

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