

# **PENN TOWNSHIP MUNICIPAL AUTHORITY**

## **Minutes From Regularly Scheduled Meeting October 5, 2006**

A regularly scheduled meeting of the Penn Township Municipal Authority was held on Thursday, October 5, 2006 at 7:07 p.m. in the Penn Township Municipal Authority Office located at 2585 Route 522, Selinsgrove, PA. Chairman Neal Smith presiding.

### **MEMBERS PRESENT:**

Chairman Neal Smith, Secretary Gregory Aungst and Assistant Secretary/Treasurer Thomas Ferry

**Member(s) Absent:** Vice-Chairman Darwin Swope and Treasurer Timothy Laubscher

### **OTHERS PRESENT:**

Solicitor Robert M. Cravitz, Esq., Inspector Pete DeWire of PECO Consultants, Inc., Administrative Secretary Susan Seibold, Engineer Kevin Shannon of Gannett Fleming, Inc. and PTMA Operator Scott Sharp

### **VISITORS PRESENT:**

*No One Present*

### **MINUTES:**

The Authority members reviewed the minutes of the September 7, 2006 PTMA meeting. A motion was made by Assistant Secretary/Treasurer Thomas Ferry to approve the minutes from the September 7, 2006 Penn Township Municipal Authority meeting as presented with the following correction:

On Page 2, the next to last sentence under the *Old Colony Road Residential Sewer Connection* section shall be clarified by stating "After a brief discussion, Engineer Kevin Shannon suggested that a letter be sent to the Penn Township Board of Supervisors' solicitor and the Snyder County SEO giving the date that the 201 Old Colony Road pressure lateral was installed and ready for connection."

Secretary Gregory Aungst seconded the motion and unanimously approved

### **PUBLIC COMMENT:**

*No one present to be heard.*

### **CORRESPONDENCE:**

#### ***Request for Water & Sewer Escrow Refund – J & D Eisenhart Realty, LLC:***

After the Authority members reviewed the September 11, 2006 letter from John E. Eisenhart, Chairman Neal Smith motioned to return all unused J & D Eisenhart Realty LLC Land Development water and sewer escrow funds. Assistant Secretary/Treasurer Thomas Ferry seconded the motion and unanimously approved.

#### ***Potential Health Hazard – Meadowview Residents:***

The Authority members reviewed the September 17, 2006 letter from the "Concerned & Baffled Meadowview Residents" concerning what they feel is a potential health hazard along Quarry Road. Engineer Kevin Shannon reported that the Snyder County SEO is aware of the problem and is taking measures to have it corrected. It shall be noted that a letter of response from the Authority can not be sent to the author of the aforementioned letter, since no name or return address was given.

#### ***Winter Maintenance – Penn Township Supervisors:***

After the Authority members reviewed the October 4, 2006 email from the Penn Township Supervisor's office, the Authority office was directed to send a return email asking that the road crew please plow (1) the PTMA Well House Road, (2) the Salem Road Pump Station parking spot, and (3) the Meadowview Estates Pump Station driveway as done in previous years.

### **ST. PIUS X LAND DEVELOPMENT:**

Chairman Neal Smith and Solicitor Robert Cravitz reported on the status of the St. Pius X Catholic Church Land Development. Currently Solicitor Cravitz is finalizing the Agreement between PTMA and the St. Pius X Catholic Church. The aforementioned project is scheduled to go to bid on October 16, 2006 with an anticipated construction start date sometime in February 2007. After the Authority members reviewed and briefly discussed the Waterline Materials list for the proposed water main extension along Bel Mar Avenue as submitted by Justin Keister of Larson Design Group, Chairman Neal Smith volunteered to contact Mr. Keister to discuss the material list and suggest that it is included in the St. Pius X Catholic Church Land Development bid documentation.

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### ***PEACHWOOD VIEW:***

Chairman Neal Smith reported that there is nothing further to report on the Peachwood View project.

### ***PAWLING STATION BUSINESS PARK – SIDCO:***

Engineer Kevin Shannon briefly reported on the status of the Pawling Station Business Park Land Development. Currently, Engineer Shannon is in the process of reviewing the Pawling Station Business Park water and sewer plans. Further discussion was tabled until the plan review is completed.

### ***GARY WALTER PROPERTY:***

Chairman Neal Smith reported that the Authority has not received a response to their letter from the Penn Township Board of Supervisors concerning the Gary Walter Property. Further discussion was tabled until either the Penn Township Board of Supervisors or Gary Walter contacts the Authority.

### ***BIG BEE BOATS – ROBERT SPRENKEL:***

Solicitor Robert Cravitz reported that Robert Sprenkel of Big Bee Boats has not responded to his July 7, 2006 letter concerning the repair of his 2016 Route 522 sewer system and outstanding sewer account balance. Solicitor Robert Cravitz further reported that the Penn Township Board of Supervisor's Solicitor has sent a letter to Mr. Sprenkel requiring him to repair and reestablish the aforementioned sewer connection within 60 days.

### ***PTMA WATER & SEWER SYSTEM MAP:***

#### ***ArcGIS Training:***

After a brief discussion, Chairman Neal Smith motioned to have Administrative Secretary Susan Seebold attend the ArcGIS training session at the Snyder County 911 center at a cost not to exceed \$600.00. Assistant Secretary/Treasurer Thomas Ferry seconded the motion and unanimously approved.

#### ***Mapping Coordinates:***

The Authority members briefly discussed several options available to obtain accurate coordinates for the purpose of plotting the water and sewer systems in the ArcGIS program. Further discussion was tabled until the ArcGIS training session is completed.

### ***GREYSTONE ESTATES – TOWNHOUSES:***

The Authority members reviewed the September 29, 2006 letter concerning the proposed Greystone Estates Townhouse lot from Justin Keister of Larson Design Group. After a brief discussion, Secretary Gregory Aungst motioned to send a letter to Justin Keister of Larson Design Group stating that the Penn Township Municipal Authority and its engineer have preliminarily reviewed his September 29, 2006 letter concerning the proposed Greystone Estates Townhouse Land Development located adjacent to Wedgewood Gardens. It shall further state that upon review the Authority finds that public sewerage facilities are available based on an estimated total average sewage flow of 2,200 gallons per day (8 EDU's at 275 gallons per day per EDU) to serve the proposed 8-unit townhouse located in the proposed Greystone Estates Land Development. It 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 sewer system upon compliance with all of the Authority's rules, regulations, requirements and specifications pertaining to connections. It shall also note that approval by the Eastern Snyder County Regional Authority (ESCRA) (treatment capacity) is also required in order to proceed with this project. The letter shall explain that prior to the plan review a sewer escrow account in the amount of \$3,500.00 must be set up with the Authority office. It shall further explain 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 being returned upon the final completion of the project.

### ***GRAYSON VIEW PROPOSED EXPANSION:***

Engineer Kevin Shannon reported that he recently received an email along with a concept site plan for a proposed expansion of the Grayson View Facility located at 29 Grayson View Court. Further discussion was tabled until the Authority office is contacted by the developer.

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### ***2007 PTMA MEETING SCHEDULE:***

After a brief discussion, Chairman Neal Smith motioned to schedule the PTMA meetings for 2007 to be held on the first Thursday of each month with the exception of the April and May meetings being scheduled for the first Wednesday of April and May with all meetings scheduled to begin at 7:00 p.m. in the Penn Township Municipal Authority Office. Secretary Gregory Aungst seconded the motion and unanimously approved. The Authority office was directed to advertise the 2007 PTMA meeting schedule in the next edition of the Snyder County Times.

### ***2007 PTMA WATER & SEWER BUDGETS:***

The Authority members briefly discussed several fees and calculations to be used in creating the 2007 PTMA Water & Sewer Budgets. Draft copies of the 2007 PTMA Water & Sewer Budgets will be presented at the next PTMA meeting.

### ***CHAIRMAN'S REPORT By Neal Smith:***

Chairman Neal Smith stated that he had nothing further to report.

### ***INSPECTOR'S REPORTS By Pete DeWire:***

Inspector Pete DeWire reported that he is volunteering his time with the Penn Township Recreation Committee who is currently repairing the fences along the Penn Township Recreation fields. After a brief discussion, Chairman Neal Smith motioned to donate the used fence posts that were left over from the well house fence relocation project to the Penn Township Recreation Committee. Assistant Secretary/Treasurer Thomas Ferry seconded the motion and unanimously approved.

### ***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)

After the Authority members reviewed the operations and flow reports, PTMA Operator Scott Sharp was directed to check the manholes and cleanouts near the Salem Road Pump Station after a rainy period to see if there is a leak or excessive flow.

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

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

Secretary Gregory Aungst 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 October 5, 2006 PTMA meeting at 8:40 p.m. Assistant Secretary/Treasurer Thomas Ferry seconded the motion and unanimously approved.

***Respectfully Submitted,***

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