

# **PENN TOWNSHIP MUNICIPAL AUTHORITY**

## **Minutes From Regularly Scheduled Meeting**

**June 7, 2007**

A regularly scheduled meeting of the Penn Township Municipal Authority was held on Thursday, June 7, 2007 at 7:02 p.m. in the Penn Township Municipal Authority Office located at 2595 Route 522, Suite 20, Selinsgrove, PA. Chairman Neal Smith presiding.

### **MEMBERS PRESENT:**

Chairman Neal Smith, Vice-Chairman Thomas Ferry, Treasurer Timothy Laubscher, Secretary Gregory Aungst and Assistant/Secretary Treasurer James Newman

**Member(s) Absent:** None

### **OTHERS PRESENT:**

Solicitor Robert M. Cravitz, Esq., Engineer D. Jeffrey Golding of Gannett Fleming, Inc., Inspector Pete DeWire and Administrative Secretary Susan Seebold

### **VISITORS PRESENT:**

Ken Wagner of Schaeffer, Jones, Eichner & Wagner Public Accountants and Ben Cairns

### **MINUTES:**

The Authority members reviewed the minutes of the May 2, 2007 PTMA meeting. Secretary Gregory Aungst motioned to approve the minutes from the May 2, 2007 Penn Township Municipal Authority meeting as presented. Treasurer Timothy Laubscher seconded the motion and unanimously approved

### **PUBLIC COMMENT:**

#### ***Ben Cairns – Front Street Property:***

Mr. Ben Cairns came before the board to see if he would be permitted to extend the sewer main located along Front Street in the Borough of Selinsgrove to his Front Street property located in Penn Township. After a brief discussion, the Authority informed Mr. Cairns that he would need to obtain the Borough of Selinsgrove's approval and an easement from the Borough of Selinsgrove for the right-of-way through their property. Upon receiving the aforementioned approval and easement, Mr. Cairns would be in a position to submit plans to PTMA. It shall be noted that the above-mentioned plans would be reviewed by the Authority's engineer and solicitor as per normal PTMA procedure.

***(Mr. Ben Cairns left the meeting at approximately 7:10 p.m.)***

### **2006 PTMA AUDIT:**

The Authority members and Auditor Ken Wagner of Schaeffer, Jones, Eichner and Wagner, LLP reviewed the 2006 PTMA financial statements. After a brief discussion, Vice-Chairman Thomas Ferry motioned to approve the Penn Township Municipal Authority Audited Financial Statements for the Year ended December 31, 2006 as presented by Schaeffer, Jones, Eichner and Wagner, LLP. Vice-Chairman Ferry further motioned to publish the Penn Township Municipal Authority Concise Financial Statements dated December 31, 2006 in the *Snyder County Times*. Secretary Gregory Aungst seconded the motion and unanimously approved.

***(Ken Wagner left the meeting at approx. 7:23 p.m.)***

### **CORRESPONDENCE:**

#### ***2006 Net Budget Credit / Deficit Computations – ESCRA:***

The Authority members reviewed the May 17, 2007 letter from John Abromitis of the Eastern Snyder County Regional Authority concerning the 2006 Net Budget Credit / Deficit Computations. It shall be noted that PTMA has a \$106,344.73 deficit for 2006 due to higher than anticipated flows and the new Selinsgrove metering chambers, which allows ESCRA to measure all flows and invoice their customers more equitably.

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

Inspector Pete DeWire reported that the St. Pius X Catholic Church sewer main extension has been constructed and successfully air tested. Inspector DeWire further reported that the St. Pius X Catholic Church water main extension (including the Bel-Mar Avenue water main extension) has been constructed, but not tested. It shall be noted that the sewer and water mains should be completed in the near future, at which time, the water and sewer permits for this project may be obtained from the Authority Office.

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

The Authority members reviewed the May 31, 2007 letter from Kenneth Estep of Midd-Penn Engineering Corp. concerning the Pawling Station Business Park developer-installed sanitary sewer and water main extensions. Further discussion was tabled until Engineer Jeffrey Golding can review the revised water and sewer plans for the aforementioned project.

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

Solicitor Robert Cravitz reported that the Grayson View Expansion construction agreements have been sent to the developer for their signatures. Further discussion was tabled until the July 5, 2007 PTMA meeting.

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

The Authority reviewed the May 8, 2007 and May 21, 2007 letters from Engineer Jeffrey Golding, Chairman. After a brief discussion, Neal Smith motioned to approve the Peachwood View Land Development plans dated July 2006 with the last revision date of April 6, 2007 as presented contingent upon the surveyor's seal being placed on said plans and the preparation of the plat and legal description for the combined property (Lot 19 and the existing Authority lands) being completed during the property transfer after the final subdivision plan approval. Assistant Secretary/Treasurer James Newman seconded the motion and unanimously approved.

### ***GREYSTONE ESTATES:***

After the Authority members reviewed and briefly discussed the May 8, 2007 letter from Engineer Jeffrey Golding concerning the Greystone Estates Townhouse Lot, Vice-Chairman Thomas Ferry motioned to approve the Greystone Estates Townhouse Lot plans dated October 13, 2006 with the last revision date of March 6, 2007 as presented contingent upon (1) the Unit 1 lateral being moved to show that it will not be tied into proposed MH WG7C and (2) Sheet C1 being signed and sealed by the design engineer. Secretary Gregory Aungst seconded the motion and unanimously approved.

### ***EAST SNYDER PARK:***

Engineer Jeffrey Golding reported that he is currently reviewing the first submission of the East Snyder Park Land Development plans. Further discussion was tabled until the July 5, 2007 PTMA meeting.

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

Inspector Pete DeWire reported that the Big Bee Boats' sewer service has been reconnected to the PTMA system. Inspector DeWire further reported that he has inspected the repairs and found that the reconnection was done according to PTMA rules, regulations and requirements.

### ***REVISED PTMA WATER SPECIFICATIONS:***

The Authority members reviewed and discussed the Revised PTMA Water Specifications. After a moderate discussion, Chairman Neal Smith motioned to approve section 1.01 through and including section 2.23 of the "Penn Township Municipal Authority General Specifications for Water System Construction" dated June 2007 as presented. Vice-Chairman Thomas Ferry seconded the motion and unanimously approved. Further discussion was tabled until additional review can be completed.

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### ***PTMA ID BADGES:***

Chairman Neal Smith reported that the Snyder County Emergency Management Services has volunteered to make new Penn Township Municipal Authority identification badges with no cost to the Authority. All PTMA board members, employees and the PTMA inspector will receive a new ID badge.

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

*Chairman Neal Smith stated that he has nothing further to report.*

### ***INSPECTOR'S REPORT by Pete DeWire:***

#### ***PTMA Sewer Main Cleaning & Televisual:***

Inspector Pete DeWire reported on his review of the PTMA Sewer Main Cleaning and Televisual. After a lengthy discussion, Inspector Pete DeWire was directed to compile a list of repairs for the Authority's review. The Authority office was also directed to have PTMA Operator Scott Sharp and PTMA Operator Rick Kline arrange a time to do smoke testing to areas with potential problems that were recently televised.

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

#### ***Operator's Reports:***

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

### ***Pump Station Maintenance Report – Kappe Associates, Inc.:***

The Authority members reviewed the May 17, 2007 letter from Dave Kachman of Kappe Associates, Inc. concerning the PTMA Pump Station Inspections. After a brief discussion, the Authority office was directed to contact R.C. Stahlnecker Co. and request that they clean all three pump stations.

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

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

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

### ***ADJOURNMENT:***

With no further business to discuss Chairman Neal Smith motioned to adjourn the June 7, 2007 PTMA meeting at 8:33 p.m. Treasurer Timothy Laubscher seconded the motion and unanimously approved.

***Respectfully Submitted,***

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