

PENN TOWNSHIP MUNICIPAL AUTHORITY

Minutes From Regularly Scheduled Meeting November 1, 2007

A regularly scheduled meeting of the Penn Township Municipal Authority was held on Thursday, November 1, 2007 at 7:00 p.m. in the Penn Township Municipal Authority Office located at 2595 Route 522, Suite 20, Selinsgrove, PA. Vice-Chairman Thomas Ferry presiding.

MEMBERS PRESENT:

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

Member(s) Absent: Chairman Neal Smith

OTHERS PRESENT:

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

VISITORS PRESENT:

None

MINUTES:

The Authority members reviewed the minutes of the October 4, 2007 PTMA meeting. Secretary Gregory Aungst motioned to approve the minutes from the October 4, 2007 Penn Township Municipal Authority meeting as presented. Assistant Secretary/Treasurer James Newman seconded the motion and unanimously approved

PUBLIC COMMENT:

No one present to be heard.

CORRESPONDENCE:

Sam's Club Membership:

The Authority members reviewed the Sam's Club Membership offer and declined said offer.

Source Water Protection – Mark Stephens, DEP:

The Authority members reviewed and briefly discussed several emails from Mark Stephens of the PA DEP. Further discussion was tabled until the December 6, 2007 PTMA meeting to allow the Authority members to further review the information presented.

PAWLING STATION BUSINESS PARK – SIDCO:

The Authority members reviewed the October 16, 2007 letter from Engineer D. Jeffrey Golding of Gannett Fleming, Inc. Upon approval by Engineer D. Jeffrey Golding and after a brief discussion, Assistant Secretary/Treasurer James Newman motioned to approve the Pawling Station Business Park Land Development Plans dated September 16, 2006, with the last revision date of September 18, 2007 as presented with the yard hydrant meter being deleted from the aforementioned plans and a new revision date being added to said plans, with all approval being contingent upon the developer conforming to the established procedures of the Authority for shop drawing submittal. Secretary Gregory Aungst seconded the motion and unanimously approved.

Upon approval by Solicitor Robert Cravitz and after a brief discussion, Treasurer Timothy Laubscher motioned to approve the Pawling Station Business Park Water and Sewer Main Construction Agreements dated November 1, 2007 as presented. Assistant Secretary/Treasurer James Newman seconded the motion and unanimously approved.

PEACHWOOD VIEW:

Vice-Chairman Thomas Ferry reported that the Authority has received the Peachwood View Land Development water letter of credit. Further discussion was tabled until the December 6, 2007 PTMA meeting.

GRAYSON VIEW EXPANSION:

Vice-Chairman Thomas Ferry reported that he had nothing new to report on the Grayson View Expansion. Further discussion was tabled until the December 6, 2007 PTMA meeting.

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GREYSTONE ESTATES TOWNHOUSES:

Vice-Chairman Thomas Ferry and Engineer Jeffrey Golding reported that they had nothing new to report on the Greystone Estates Townhouses. Further discussion was tabled until a sewer construction agreement and letter of credit are submitted for the Greystone Estates Townhouses.

EAST SNYDER PARK:

Vice-Chairman Thomas Ferry reported that he had nothing new to report on the East Snyder Park Land Development. Further discussion was tabled until PTMA receives the signed Water and Sewer Main Construction Agreements and letters of credit.

SOUTH FRONT STREET SEWER MAIN EXTENSION:

Solicitor Robert Cravitz reported that the Borough of Selinsgrove accepted the sewer connection from Mr. Ben Cairns' Penn Township property to the Borough of Selinsgrove's sewer main located adjacent from Mr. Cairns' property. It shall be noted that Mr. Cairns will be required to purchase a sewer permit from PTMA when he constructs a structure requiring sewer service on said property.

2008 PTMA WATER & SEWER BUDGETS:

The Authority members discussed several fees and calculations to be used in creating the 2008 PTMA Water & Sewer Budgets. After further discussion, Assistant Secretary/Treasurer James Newman motioned to raise all quarterly sewer rates to \$95.00 per quarter per Equivalent Dwelling Unit (EDU) effective January 1, 2008. Treasurer Timothy Laubscher seconded the motion and unanimously approved.

ALTERNATE PTMA WATER & SEWER BILL PAYMENT OPTION:

Vice-Chairman Thomas Ferry reported that as of January 1, 2008, the Northumberland National Bank (NNB) will accept PTMA water and sewer bill payments at their Lori Lane branch, located behind Lowe's. Vice-Chairman Ferry further reported that the NNB will not charge PTMA for this service.

PTMA WATER SERVICE RULES & REGULATIONS AND SCHEDULE OF CHARGES REVISIONS:

The Authority members reviewed, discussed and revised the current PTMA Water Service Rules & Regulations and Schedule of Charges. Further discussion was tabled until the December 6, 2007 meeting.

CHAIRMAN'S REPORT by Thomas Ferry:

Vice-Chairman Thomas Ferry stated that he had nothing further to report.

INSPECTOR'S REPORT by Pete DeWire:

Inspector Pete DeWire reported on the I & I investigation and presented a sewer leak report dated October 31, 2007.

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)

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 James Newman seconded the motion and unanimously approved.

ADJOURNMENT:

With no further business to discuss Treasurer Timothy Laubscher motioned to adjourn the November 1, 2007 PTMA meeting at 8:31 p.m. Secretary Gregory Aungst seconded the motion and unanimously approved.

Respectfully Submitted,

Susan L. Seebold, Administrative Secretary

Penn Township Municipal Authority