

PENN TOWNSHIP MUNICIPAL AUTHORITY

Minutes From Regularly Scheduled Meeting December 6, 2007

A regularly scheduled meeting of the Penn Township Municipal Authority was held on Thursday, December 6, 2007 at 7:02 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 and Assistant/Secretary Treasurer James Newman

Member(s) Absent: Chairman Neal Smith and Secretary Gregory Aungst

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 November 1, 2007 PTMA meeting. Treasurer Timothy Laubscher motioned to approve the minutes from the November 1, 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:

Insurance Classifications – Anthony Zampella:

The Authority members reviewed the November 21, 2007 letter from Anthony Zampella concerning the updating of the Penn Township insurance classification. After a brief discussion, Vice-Chairman Thomas Ferry stated that he would contact Mr. Zampella to discuss the fire insurance classification.

Herman Schoolhouse – Bill Clawser:

The Authority members reviewed the November 27, 2007 letter from Bill Clawser concerning the request for donations for the old Herman Schoolhouse. No action was taken.

PAWLING STATION BUSINESS PARK – SIDCO:

Inspector Pete DeWire reported that the water hydrostatic testing, the sewer force main hydrostatic testing and the gravity sewer air testing were recently completed at the Pawling Station Business Park. Inspector DeWire further reported that all of the aforementioned testing passed inspection.

PEACHWOOD VIEW:

Inspector Pete DeWire reported that the sewer main construction has begun for the Peachwood View Land Development. Further discussion was tabled until the January 10, 2008 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 January 10, 2008 PTMA meeting.

GREYSTONE ESTATES TOWNHOUSES:

Vice-Chairman Thomas Ferry reported that he 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.

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2008 PTMA WATER & SEWER BUDGETS:

The Authority members reviewed the drafted 2008 PTMA Water and Sewer Budgets. After a brief discussion, Assistant Secretary/Treasurer James Newman motioned to approve the 2008 Penn Township Municipal Authority Water and Sewer Budgets as presented. Treasurer Timothy Laubscher seconded the motion and unanimously approved.

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

The Authority members reviewed the drafted revisions to the PTMA Water Service Rules and Regulations. After a brief discussion, Assistant Secretary/Treasurer James Newman motioned to approve the Penn Township Municipal Authority Water Service Rules & Regulations and Schedule of Charges with a last revision date of December 6, 2007 as presented with revisions. Treasurer Timothy Laubscher seconded the motion and unanimously approved.

SOURCE WATER PROTECTION:

The Authority members reviewed the October 31, 2007 email from Mark Stephens concerning the DEP Source Water Protection Technical Assistance Program. After a brief discussion, the Authority office was directed to invite Mr. Stephens to the February 7, 2008 PTMA meeting to discuss the aforementioned program.

CHAIRMAN'S REPORT by Thomas Ferry:

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

INSPECTOR'S REPORT by Pete DeWire:

Wedgewood Gardens Mobile Home Park:

Inspector Pete DeWire reported that he and the contractor for Wedgewood Gardens Mobile Home Park researched the I & I repairs that needed to be completed in the park.

Office Building Complex:

Inspector Pete DeWire reported that a new office building complex is planned to be constructed next to Penn Fire Protection in the spring of 2008. Inspector DeWire further reported that it will house a couple of business offices including Larson Design Group.

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.)

Vice-Chairman Thomas Ferry motioned to purchase a Five Hundred Thousand Dollar (\$500,000.00) certificate of deposit from Northumberland National Bank for a twelve (12) month period and a Five Hundred Thousand Dollar (\$500,000.00) certificate of deposit from Northumberland National Bank for an eighteen (18) month period. Vice-Chairman Ferry further motioned that both of the aforementioned certificate of deposits will be obtained at a minimum interest rate of 4.75% with a minimum yield of 4.85%. Treasurer Timothy Laubscher seconded the motion and unanimously approved.

Treasurer Timothy Laubscher 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 Vice-Chairman Thomas Ferry motioned to adjourn the December 6, 2007 PTMA meeting at 7:41p.m. Treasurer Timothy Laubscher seconded the motion and unanimously approved.

Respectfully Submitted,

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