

PENN TOWNSHIP MUNICIPAL AUTHORITY

Minutes From Regularly Scheduled Meeting April 8, 2008

A regularly scheduled meeting of the Penn Township Municipal Authority was held on Tuesday, April 8, 2008 at 7:00 p.m. in the Penn Township Municipal Authority Office located at 2595 Route 522, Suite 20, Selinsgrove, PA. Chairman Thomas Ferry presiding.

MEMBERS PRESENT:

Chairman Thomas Ferry, Vice-Chairman Neal Smith, Treasurer Timothy Laubscher, Secretary Gregory Aungst (arrived at 7:32 p.m.) and Assistant Secretary/Treasurer James Newman

Member(s) Absent: None

OTHERS PRESENT:

Inspector Pete DeWire and Administrative Secretary Susan Seebold

VISITORS PRESENT:

Rick Savidge and Michael Savidge

MINUTES:

The Authority members reviewed the minutes of the March 6, 2008 PTMA meeting. A motion was made by Assistant Secretary/Treasurer James Newman to approve the minutes from the March 6, 2008 Penn Township Municipal Authority meeting as presented with the following corrections:

1. On page 1 under the Pawling Station Business Park section, the second sentence shall state "Further discussion was tabled until the April 2008 PTMA meeting."
2. On page 1 under the Peachwood View section, the second sentence shall state "Further discussion was tabled until the April 2008 PTMA meeting."
3. On page 1 under the Grayson View Extension section, the third sentence shall state "Further discussion was tabled until the April 2008 PTMA meeting."

Vice-Chairman Neal Smith seconded the motion and unanimously approved.

PUBLIC COMMENT:

No one present to be heard.

CORRESPONDENCE:

None

GREYSTONE ESTATES TOWNHOUSES:

The Authority members reviewed and briefly discussed the Greystone Estates Townhouse Land Development Letter of Credit and Construction Agreement. Upon approval by Solicitor Robert Cravitz, Treasurer Timothy Laubscher motioned to approve (1) the Irrevocable Letter of Credit dated April 2, 2008 for the Greystone Estates Townhouse Land Development in the amount of \$27,416.18 as presented and (2) the Greystone Estates Subdivision Sewer Construction Agreement for the townhouse lot (09PN091-06) dated April 8, 2008 as presented. Assistant Secretary/Treasurer James Newman seconded the motion and unanimously approved.

PHEASANT RIDGE:

Mike Savidge of Savidge Housing, Inc. came before the board concerning the water and sewer connections of a duplex unit located at 326 & 328 Sunset Drive in the Pheasant Ridge Development. Mr. Savidge stated that the two aforementioned lots can not be subdivided (now or in the future) and requested that he be allowed to install one sewer and one water connection to the duplex unit. After a brief discussion, Vice-Chairman Neal Smith motioned to approve the August 2, 2007 Pheasant Ridge sketch and allow Savidge Housing, Inc. to install one water and one sewer lateral to the duplex unit located at 326 and 328 Sunset drive. Vice-Chairman Smith further motioned that each side of the unit must be metered with a separate water meter. Chairman Thomas Ferry seconded the motion and unanimously approved. It shall be noted that Savidge Housing, Inc. will purchase two PTMA water and sewer permits along with two water meters for the aforementioned lots, due to the duplex consisting of two equivalent dwelling units (EDUs) – one EDU per side of the duplex unit.

PENN TOWNSHIP MUNICIPAL AUTHORITY

Minutes From Regularly Scheduled Meeting

April 8, 2008

PAWLING STATION BUSINESS PARK – SIDCO:

Chairman Thomas Ferry stated that he has nothing new to report on the Pawling Station Business Park. Further discussion was tabled until the next PTMA meeting.

PEACHWOOD VIEW:

Inspector Pete DeWire reported that he has reviewed the record drawings for the Peachwood View land development and has submitted corrections to J.A. Coukart & Associates. Further discussion was tabled until the next PTMA meeting.

GRAYSON VIEW EXTENSION:

Chairman Thomas Ferry reported that Mr. Ramey has not returned any of the Authority office's calls concerning the purchase of a water and sewer permit for the Grayson View Assisted Living Facility building addition. It shall be noted that a zoning permit and a building permit were purchased for the new Grayson View Assisted Living Facility building addition in September 2007; however, the PTMA water and sewer permits were apparently overlooked. After a brief discussion, the Authority office was directed to send a certified letter to Mr. Ramey stating that in order to proceed with the construction of the Grayson View Assisted Living Facility addition, a sewer and water permit must be purchased from the Authority office prior to any water or sewer utility work. The aforementioned letter shall request that Mr. Ramey contact the Authority office to apply for a water and sewer permit. It shall also state that based on 10 equivalent dwelling units (EDU), the cost of the sewer and water permits for the Grayson View Assisted Living Facility Addition is currently \$23,275.00 and \$21,433.10, respectively, plus the additional cost of a water meter that must be purchased by the Authority. It shall note that water meter prices vary depending on the size needed for the addition. It shall also note that the aforementioned permits and water meter must be paid in full at the time of application.

EAST SNYDER PARK:

Inspector Pete DeWire reported that Larson Design Group, Inc. is currently revamping the East Snyder Park land development plans. Further discussion was tabled until engineering review can be completed.

SWPTAP WORK PLAN:

After the Authority members reviewed and briefly discussed the SWPTAP Work Plan, Vice-Chairman Neal Smith motioned to approve the Source Water Protection Technical Assistance Program Work Plan, Schedule and Budget for Penn Township Municipal Authority dated March 3, 2008 as presented. Assistant Secretary/Treasurer James Newman seconded the motion and unanimously approved.

INSURANCE PROPOSALS:

Chairman Thomas Ferry reported that after requesting insurance proposals from three insurance agencies, the Authority received three options from Purdy Insurance Agency. After the Authority members reviewed and briefly discussed the three options received from Purdy Insurance Agency, Treasurer Timothy Laubscher motioned to renew all current insurance policies with Selective Insurance. Assistant Secretary/Treasurer James Newman seconded the motion and unanimously approved. It shall be noted that the Sholley Insurance Agency and Shaffer & Sons Insurance Agency did not submit insurance proposals.

CHAIRMAN'S REPORT By Thomas Ferry:

Chairman Thomas Ferry stated that he has nothing further to report.

INSPECTOR'S REPORTS By Pete DeWire:

Salem Road Sewer Televisual:

The Authority members reviewed the amended sewer televisual scope of services from Pysher & Associates, Inc. After a brief discussion, the Authority office was directed to contact Pysher & Associates to schedule the sewer main televisual and sewer lateral inspections as per the amended scope of services with the total of the project not to exceed \$3,000.00.

PENN TOWNSHIP MUNICIPAL AUTHORITY

Minutes From Regularly Scheduled Meeting April 8, 2008

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.)

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, Vice-Chairman Neal Smith motioned to adjourn the April 8, 2008 PTMA meeting at 7:45 p.m. Treasurer Timothy Laubscher seconded the motion and unanimously approved.

Respectfully Submitted,

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