

# **PENN TOWNSHIP MUNICIPAL AUTHORITY**

## **Minutes From Regularly Scheduled Meeting October 2, 2008**

A regularly scheduled meeting of the Penn Township Municipal Authority was held on Thursday, October 2, 2008 at 7:03 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, and Secretary Gregory Aungst (arrived at 7:13 p.m.)

***Member(s) Absent:*** Assistant Secretary/Treasurer James Newman

### ***OTHERS PRESENT:***

Solicitor Robert Cravitz, Inspector Pete DeWire, Engineer D. Jeffrey Golding and Administrative Secretary Susan Seebold

### ***VISITORS PRESENT:***

David Bowersox, Charles Steininger III and Gene Kreamer

### ***MINUTES:***

The Authority members reviewed the minutes of the September 4, 2008 PTMA meeting. A motion was made by Vice-Chairman Neal Smith to approve the minutes from the September 4, 2008 Penn Township Municipal Authority meeting as presented. Treasurer Timothy Laubscher seconded the motion and unanimously approved.

### ***PUBLIC COMMENT:***

*No one present to be heard.*

### ***CORRESPONDENCE:***

*None*

### ***SOUTH FRONT STREET SEWER MAIN EXTENSION:***

David Bowersox and Charles Steininger, III came before the Authority to request public sewer service for Mr. Steininger's 710 and 712 South Front Street properties and Mr. Bowersox's 10 Lake Road property. After a brief discussion, the Authority directed Mr. Bowersox and Mr. Steininger to contact the Borough of Selinsgrove to get approval to connect to their sewer main located adjacent to the aforementioned property. Further discussion was tabled until the abovementioned approval is granted by the Borough of Selinsgrove.

*(Secretary Gregory Aungst joined the meeting at 7:13 p.m.)*

*(David Bowersox, Charles Steininger, III and Gene Kreamer left the meeting at 7:22 p.m.)*

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

The Authority members reviewed and briefly discussed the September 30, 2008 letter from Engineer D. Jeffrey Golding of Gannett Fleming, Inc. concerning the drafted water and sewer deeds of dedication for the Pawling Station Business Park.

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

Inspector Pete DeWire stated that he has nothing new to report on the East Snyder Park. Further discussion was tabled until the next PTMA meeting.

### ***WEDGEWOOD GARDENS MOBILE HOME PARK EXPANSION:***

Chairman Thomas Ferry stated that he has nothing new to report on the Wedgewood Gardens Mobile Home Park Expansion. Further discussion was tabled until a sewer escrow account is set up for the aforementioned project.

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### ***COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM:***

Chairman Thomas Ferry reported that the initial meeting for the Community Development Block Grant (CDBG) Program is scheduled for October 20, 2008 at 7:00 p.m. at the Snyder County Courthouse. After a brief discussion, the Authority office was directed to send a letter to Fred Lokuta, Acting Facilities Director of the Selinsgrove State Center stating that the Penn Township Municipal Authority is considering the feasibility of a sewer main extension to service several homes located along State School Road, who have problematic private septic systems. It shall further state that in order to do so, the Authority must evaluate every possible option to determine the most feasible way of constructing the sewer main. It shall also state that one such way may be to connect a maximum of 10 equivalent dwelling units (EDU's) to the Selinsgrove Center's sewer main. It shall note that in doing so, the Authority would compensate the Center by reducing the Center's minimum billable EDU's by the number of connections added to the Center's sewer main. The aforementioned letter shall further note that the Authority does not have studies to show if the aforementioned idea would work; however, they would like to know if the Selinsgrove Center would be receptive to the idea. It shall state that if agreeable, the Authority office would proceed with an engineering study to judge the feasibility of the project.

### ***2009 PTMA MEETING SCHEDULE:***

After a brief discussion, Secretary Gregory Aungst motioned to schedule the PTMA meetings for 2009 to be held on the first Thursday of each month with the exception of the January and July meetings being scheduled for the second Thursday of January and the first Wednesday of July, respectively, with all meetings scheduled to begin at 7:00 p.m. in the Penn Township Municipal Authority Office. Treasurer Timothy Laubscher seconded the motion and unanimously approved. The Authority office was directed to advertise the 2009 PTMA meeting schedule in the next edition of the Snyder County Times.

### ***2009 PTMA WATER & SEWER BUDGETS:***

The Authority members briefly discussed several fees and calculations to be used in creating the 2009 PTMA Water & Sewer Budgets. Further discussion was tabled until the next PTMA meeting.

### ***PTMA OFFICE SOFTWARE UPGRADE:***

Vice-Chairman Neal Smith motioned to purchase Microsoft Office 2007 in an amount not to exceed \$150.00. Chairman Thomas Ferry seconded the motion and unanimously approved.

### ***CHAIRMAN'S REPORT By Thomas Ferry:***

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

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

#### ***Alley "A":***

Inspector Pete DeWire reported that he has recently been notified that debris is being dumped in Alley "A". After a brief discussion, the Authority office was directed to send a letter to all PTMA customers whose property borders Alley "A." The aforementioned letter shall state that as they may know, the Penn Township Municipal Authority owns a piece of property known as "Alley A," which runs parallel between University Avenue and Hower Street. It shall further state that it has recently been brought to the Authority's attention that there is soil erosion along Alley "A." It shall also state that upon further investigation, the Authority found it is necessary to make repairs along the alley. The aforementioned letter shall note that in order to make said repairs and hopefully alleviate some of the drainage problems along the alley, it is necessary to have all debris in the alley removed. It shall request that if they have placed debris in Alley "A," to have it removed on or before October 31, 2008. It shall also note that the Authority anticipates repairs to begin in early November.

### ***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)

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

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

Vice-Chairman Neal Smith motioned to approve the Payments and Time Cards as presented. Secretary Gregory Aungst seconded the motion and unanimously approved

### ***ADJOURNMENT:***

With no further business to discuss, Secretary Gregory Aungst motioned to adjourn the October 2, 2008 PTMA meeting at 8:35 p.m. Treasurer Timothy Laubscher seconded the motion and unanimously approved.

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