

PENN TOWNSHIP MUNICIPAL AUTHORITY

Minutes From Regularly Scheduled Meeting November 5, 2009

A regularly scheduled meeting of the Penn Township Municipal Authority was held on Thursday, November 5, 2009 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 and Assistant Secretary/Treasurer James Newman

Member(s) Absent: *None*

OTHERS PRESENT:

Inspector Pete DeWire and Administrative Secretary Susan Seebold

VISITORS PRESENT:

Matthew Cravitz

MINUTES:

The Authority members reviewed the minutes of the October 1, 2009 PTMA meeting. A motion was made by Assistant Secretary/Treasurer James Newman to approve the minutes from the October 1, 2009 Penn Township Municipal Authority meeting as presented. Treasurer Timothy Laubscher seconded the motion and unanimously approved.

PUBLIC COMMENT:

No one was present to be heard.

CORRESPONDENCE:

Emergency Preparedness Activities Relating to the Pandemic Flu – PA Department of Environmental Protection:

The Authority members reviewed and briefly discussed the October 23, 2009 letter from the Pennsylvania Department of Environmental Protection concerning emergency preparedness activities relating to the pandemic flu.

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.

2010 PTMA WATER & SEWER BUDGETS:

The Authority members reviewed the drafted 2010 PTMA Water and Sewer Budgets. After a brief discussion, Vice-Chairman Neal Smith motioned to approve the 2010 Penn Township Municipal Authority Water and Sewer Budgets as presented. Secretary Gregory Aungst seconded the motion and unanimously approved.

CHAIRMAN'S REPORT By Thomas Ferry:

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

VICE-CHAIRMAN'S REPORT By Neal Smith:

Vice-Chairman Neal Smith reported on the October 4, 2009 Water Protection Committee meeting. After a brief discussion, Vice-Chairman Neal Smith motioned to purchase two (2) water protection area road signs to be installed along Route 522. Assistant Secretary/Treasurer James Newman seconded the motion and unanimously approved.

PENN TOWNSHIP MUNICIPAL AUTHORITY

Minutes From Regularly Scheduled Meeting November 5, 2009

INSPECTOR'S REPORTS By Pete DeWire:

Grease Trap Inspections:

Inspector Pete DeWire reported that he has inspected the Grayson View Selinsgrove facility and found the grease trap in excellent condition. Inspector DeWire also presented an *Inspection Check List for Grease Trap Management* for the board members review. After a brief discussion, the Authority office was directed to email a copy of the aforementioned documentation to John Abromitis at the Eastern Snyder County Regional Authority (ESCRA) for their use in creating a standardize form that can be utilized by all ESCRA participants.

OPERATOR'S REPORT By Scott L. Sharp:

Monthly Operating Reports:

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

Annual Sewer Pump Station Inspection Report – Kappe Assoc., Inc.:

The Authority members reviewed the October 8, 2009 Sewer Pump Station Inspection Report from Kappe Assoc., Inc. According to the aforementioned report, the pumps at the Salem Road and Salem Glenn Pump Stations are in good working order and do not require any repairs at this time. The pumps at the Meadowview Estates Pump Station are also in working order; however, it is recommended that Pump #1 be rebuilt with seals, bearing and cutters, since the pumps are reaching the five (5) year mark. After a brief discussion, Chairman Thomas Ferry motioned to have Kappe Associates, Inc. rebuild Meadowview Estates Pump Station pump #1 with seals, bearing and cutters. Vice-Chairman Neal Smith seconded the motion and unanimously approved.

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

ADJOURNMENT:

With no further business to discuss, Secretary Gregory Aungst motioned to adjourn the November 5, 2009 PTMA meeting at 8:00 p.m. Treasurer Timothy Laubscher seconded the motion and unanimously approved.

Respectfully Submitted,

Susan L. Seebold, Administrative Secretary

Penn Township Municipal Authority