

# **PENN TOWNSHIP MUNICIPAL AUTHORITY**

## **Minutes From Regularly Scheduled Meeting December 3, 2009**

A regularly scheduled meeting of the Penn Township Municipal Authority was held on Thursday, December 3, 2009 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 Assistant Secretary/Treasurer James Newman

**Member(s) Absent:** Secretary Gregory Aungst

### **OTHERS PRESENT:**

Solicitor Robert Cravitz, Inspector Pete DeWire and Administrative Secretary Susan Seebold

### **VISITORS PRESENT:**

Art Bowen (arrived at 7:06 p.m.)

### **MINUTES:**

The Authority members reviewed the minutes of the November 5, 2009 PTMA meeting. A motion was made by Assistant Secretary/Treasurer James Newman to approve the minutes from the November 5, 2009 Penn Township Municipal Authority meeting as presented. Treasurer Timothy Laubscher seconded the motion and unanimously approved.

### **PUBLIC COMMENT:**

#### **Art Bowen:**

Mr. Art Bowen came before the board to discuss the permit fees for the proposed Wedgewood Gardens Mobile Home Park Expansion. After a brief discussion, the board advised Mr. Bowen to have the plans for the aforementioned mobile home expansion revised to show several phases. It shall be noted that upon completion and dedication of each phase, a sewer permit for bulk sewer service must be purchased prior to mobile homes connecting to the PTMA sewer system.

*(Mr. Art Bowen left the meeting at 7:13 p.m.)*

### **CORRESPONDENCE:**

#### **PP&L Electric Choice Program:**

The Authority members reviewed and briefly discussed the November 24, 2009 letter from PPL Electric Utilities concerning the PP&L Electric Choice Program. Further discussion was tabled until the Authority receives more information on the program.

#### **PTMA Checking Account Interest Rates – Northumberland National Bank:**

The Authority members reviewed the November 30, 2009 letter from Jared Roush, Assistant Branch Manager of the Northumberland National Bank concerning the Penn Township Municipal Authority Checking Account Interest Rates. Accordingly, the interest floor rate will drop to 1.3% as of January 1, 2010 and may drop to 1% on June 30, 2010 if the Federal Funds rate does not increase.

### **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.

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

#### ***Water Protection Plan – Old Route 522 Road Treatment:***

Chairman Thomas Ferry reported that he spoke to the Penn Township Board of Supervisors concerning the road treatment on Old Route 522. Chairman Ferry further reported that the treatment material that is spread on Old Route 522 can impact the PTMA well, since Old Route 522 is within the Well Head Protection area. After a brief discussion, the Authority office was directed to send a letter to the Penn Township Board of Supervisors stating that a portion of Old Route 522 is within the Penn Township Municipal Authority Well Head Protection Area. It shall further state that in order to prevent contamination of the Authority's well, PTMA request that the Penn Township Road Crew treat the section of Old Route 522 from Miller Road to the Heimbach Farm with only cinders.

#### ***Water Fund Loan – Interest Calculation:***

The Authority members discussed the interest calculation for the inter-company loan from the Sewer Fund to the Water Fund. It shall be noted that the original loan was established when the PTMA Water System was built at which time very little interest was paid to the sewer fund. The balance of the loan increased substantially when additional funds were loaned to the Water Fund for the PTMA Water System Consolidation Project. It shall be also noted that no interest has been paid to the Sewer Fund since 1994.

### ***VICE-CHAIRMAN'S REPORT By Neal Smith:***

Vice-Chairman Neal Smith stated that he has nothing further to report.

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

Inspector Pete DeWire reported that Larry Rose of Rose Pools contacted him to discuss the relocation of the sewer lateral located at 12 Swope Drive in order to be able to install a swimming pool in the spring. After a brief discussion, Inspector Pete DeWire was directed to notify Mr. Rose that a Sewer Permit Addendum in the amount of \$125.00 (inspection fee) must be purchased from PTMA prior to the sewer lateral being moved.

### ***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)

#### ***Spare Sewer Pump Quotes – Kappe Assoc., Inc.:***

The Authority members reviewed and discussed the November 11, 2009 and November 24, 2009 quotes from Kappe Associates, Inc. for the spare sewer pumps and for the rebuilding of pump #1 in the Meadowview Estates Pump Station, respectively. Due to the aforementioned costs, further discussion was tabled until the sewer pumps need repaired or replaced.

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

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

Chairman Thomas Ferry motioned to purchase a twelve-month \$500,000.00 certificate of deposit and an eighteen-month \$500,000.00 certificate of deposit from a financial institution that is willing to collateralize both certificate of deposits and offer a rate of 1.75% or higher. Vice-Chairman Neal Smith seconded the motion and unanimously approved.

Treasurer Timothy Laubscher motioned to approve the Payments and Time Cards as presented. Vice-Chairman Neal Smith seconded the motion and unanimously approved

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### ***GREASE TRAP LETTERS:***

The Authority Office was directed to send a letter to all PTMA customers who have a grease trap in their establishment along with a copy of the *Inspection Check List for Grease Trap Management* stating that the Authority has determined that food waste, cooking greases, oils and fats are being disposed of through the PTMA public sewer system. It shall further state that this causes grease build-up and may damage or block sewer mains and is against PTMA rules and regulations. It shall also state that in order to ensure that their required grease trap is working properly and to ensure that food waste, cooking grease, oil and fats are not entering the PTMA system through their establishment, it is required that they complete the enclosed *Inspection Check List for Grease Trap Management* and submit it along with a copy of the waste disposal receipt(s) from the company that serviced their establishment's grease trap. The letter shall note that the aforementioned documentation shall be submitted to PTMA on or before January 6, 2010. It shall also note that if they need to dispose of their cooking grease, oil and fat waste, there is a company in the area that is looking for sources of the aforementioned waste to convert to fuel. For more information, they should contact Biodiesel of Pennsylvania (White Deer Area) at (570) 538-1041.

### ***ADJOURNMENT:***

With no further business to discuss, Treasurer Timothy Laubscher motioned to adjourn the December 3, 2009 PTMA meeting at 8:17 p.m. Assistant Secretary/Treasurer James Newman seconded the motion and unanimously approved.

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