

# **PENN TOWNSHIP MUNICIPAL AUTHORITY**

## **Minutes From Regularly Scheduled Meeting September 2, 2010**

A regularly scheduled meeting of the Penn Township Municipal Authority was held on Thursday, September 2, 2010 at 7:00 p.m. in the Penn Township Municipal Authority Office located at 2595 Route 522, Suite 20, Selinsgrove, PA. Vice-Chairman Neal Smith presiding.

### **MEMBERS PRESENT:**

Vice-Chairman Neal Smith, Treasurer Timothy Laubscher, Secretary Gregory Aungst, and Assistant Secretary/Treasurer James Newman

**Member(s) Absent:** Chairman Thomas Ferry

### **OTHERS PRESENT:**

Solicitor Robert Cravitz, Inspector Pete DeWire, Engineer D. Jeffrey Golding, Admin. Secretary Susan Seebold, Operator Scott Sharp, and Operator Robin Sholly

### **VISITORS PRESENT:**

*No one present*

### **MINUTES:**

The Authority members reviewed the minutes of the August 5, 2010 PTMA meeting. A motion was made by Assistant Secretary/Treasurer James Newman to approve the minutes from the August 5, 2010 Penn Township Municipal Authority meeting as presented. Secretary Gregory Aungst seconded the motion and unanimously approved.

**PUBLIC COMMENT:** *No one present to be heard.*

### **CORRESPONDENCE:**

#### **344 Sunset Drive Water/Sewer Bill – Terry Finks:**

The Authority members reviewed the August 11, 2010 letter from Terry Finks concerning her sister's water and sewer bills for the 344 Sunset Drive property she leases from Savidge Ventures, FLP. After a brief discussion, Vice-Chairman Neal Smith motioned to send a letter to Ms. Finks stating that the Authority has reviewed her August 11, 2010 letter concerning the water and sewer billings for 344 Sunset Drive, Selinsgrove, PA. It shall further state that according to the Penn Township Municipal Authority (PTMA) Rules, Regulations and Requirements, all water and sewer charges are imposed upon and shall be collected from the owner of each improved property. It shall also state that since this property is a rental property and is currently owned by Savidge Ventures, FLP, the Authority is required to deal directly with the owner. The aforementioned letter shall note that PTMA rules and regulations do not allow for payment moratoriums. It shall also note that she can obtain a copy of the PTMA Water and Sewer Rules and Regulations on the Authority's web site at [www.pennntp-ma.com](http://www.pennntp-ma.com). Treasurer Timothy Laubscher seconded the motion and unanimously approved.

#### **Public Service License Agreement – Jayne Fitzpatrick:**

The Authority members reviewed the August 19, 2010 letter from Jayne Fitzpatrick concerning the annual payment for the Public Service Line License Agreement. After a brief discussion, the Authority office was directed to submit a payment of \$1,210.00 as per the signed Public Service Line License Agreement along with a letter requesting that an invoice be submitted to PTMA on an annual basis.

### **EAST SNYDER PARK:**

Engineer D. Jeffrey Golding reported that he is in the process of performing a final review of the East Snyder Park Land Development Plans and will send an approval recommendation letter to the Authority if all issues are satisfactorily addressed. Inspector Pete DeWire stated that since this is a community park, he will waive all sewer permit inspection fees for the East Snyder Park. Further discussion was tabled until the next PTMA meeting.

# **PENN TOWNSHIP MUNICIPAL AUTHORITY**

## **Minutes From Regularly Scheduled Meeting September 2, 2010**

### ***MEADOWVIEW ESTATES PUMP STATION:***

Vice-Chairman Neal Smith reported that the Meadowview Estates, Phase 3 sewer main televisual has been completed. After a brief discussion, Engineer D. Jeffrey Golding was directed to review the televisual report along with the televisual DVD and report his findings to PTMA. Vice-Chairman Neal Smith further reported that the pump station wet well cleaning is tentatively scheduled for October 2, 2010.

Operator Scott Sharp reported that pump #1 in the Meadowview Estates Pump Station continues to jam. After a brief discussion, the Authority directed Operator Scott Sharp to replace the electrical breakers in the Meadowview Estates Pump Station. Engineer D. Jeffrey Golding reported that Gannett Fleming, Inc. should have the Meadowview Estates pump station comminutor vault bid specifications completed for the next PTMA meeting. Further discussion was tabled until the next PTMA meeting.

### ***OPERATOR'S REPORT By Scott L. Sharp:***

#### ***Monthly Operating Reports:***

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

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

Vice-Chairman Neal Smith reported that all Water Protection Committee meetings have been cancelled until further notice.

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

#### ***Renewal of Operator's License:***

Secretary Gregory Aungst motioned for PTMA to pay the Water and Wastewater Operator License renewal fee for Pete DeWire in an amount not to exceed \$450.00. Assistant Secretary/Treasurer James Newman seconded the motion and unanimously approved.

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

#### ***Financial Reports:***

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, Treasurer Timothy Laubscher motioned to adjourn the September 2, 2010 PTMA meeting at 8:03 p.m. Assistant Secretary/Treasurer James Newman seconded the motion and unanimously approved.

***Respectfully Submitted,***

***Susan L. Seebold, Administrative Secretary***

***Penn Township Municipal Authority***