

PENN TOWNSHIP MUNICIPAL AUTHORITY

Minutes From Regularly Scheduled Meeting

August 4, 2011

A regularly scheduled meeting of the Penn Township Municipal Authority was held on Thursday, August 4, 2011 at 7:02 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:

Solicitor Robert Cravitz, Inspector Pete DeWire, Admin. Secretary Susan Seebold, and Operator Scott Sharp

VISITORS PRESENT: *None*

MINUTES:

The Authority members reviewed the minutes of the July 7, 2011 PTMA meeting. A motion was made by Assistant Secretary/Treasurer James Newman to approve the minutes from the July 7, 2011 Penn Township Municipal Authority meeting as presented. Vice-Chairman Neal Smith seconded the motion and unanimously approved.

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

CORRESPONDENCE: *None*

CHAIRMAN'S REPORT – Thomas Ferry:

Chairman Thomas Ferry reported that he and Assistant Secretary/Treasurer James Newman attended the Penn Township Board of Supervisors' August 2, 2011 meeting to discuss the removal of snow from the Well House Road. Assistant Secretary/Treasurer James Newman reported that the Penn Township Supervisors have a difficult time removing the snow due to the type of equipment necessary to do the job. Assistant Secretary/Treasurer Newman further reported that the Penn Township Supervisors suggest a road be constructed in the Pawling Station Business Park from Lorian Drive to the well house. After a brief discussion, Vice-Chairman Neal Smith motioned to send a letter to Mr. Charlie Ross, President/ CEO of the Greater Susquehanna Chamber of Commerce stating that it is becoming increasingly difficult to maintain the current 1800 ft. long access road leading to the Penn Township Municipal Authority well house. It shall further state the existing access road is steep, subject to erosion and hard to keep open during snow events. It shall also state that the Authority is currently in the planning stages of securing an easement to construct a new road in the Pawling Station Business Park from Lorian Drive to the well house. The aforementioned letter shall request that the Greater Susquehanna Chamber of Commerce consider granting the Authority a twenty-five ft. (25 ft.) wide easement from Lorian Drive adjacent to the west side of the one hundred ft. (100 ft.) drainage easement in accordance with the attached drawing. It shall note the new roadway will allow better access to the Authority's well house and will ensure continual daily monitoring of the well and ensure quality service to all PTMA current and future customers. Assistant Secretary/Treasurer James Newman seconded the motion and unanimously approved. It shall be noted that Inspector Pete DeWire will provide the drawing to be included with the aforementioned letter.

VICE-CHAIRMAN'S REPORT – Neal Smith:

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

INSPECTOR'S REPORT By Pete DeWire:

PTMA Well House Road:

Inspector Pete DeWire reported that the Well House Road has been repaired.

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OPERATOR'S REPORT – 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)

Meadowview Estates Pump Station Driveway:

Operator Scott Sharp reported that the Meadowview Estates Pump Station driveway is being used as a parking lot by the property owners located at 24 Creekside Drive. Operator Sharp expressed his concerns that the operators cannot readily access the pump station. After a brief discussion, the Authority office was directed to purchase a sign indicating that the driveway is for PTMA use only. The Authority office was also directed to send a letter to Mr. and Mrs. Derek Hicks stating that it has been recently brought to the Authority's attention that the Meadowview Estates Pump Station Driveway is being used as a parking lot for their home business. It shall request that they do not park any vehicles on the Meadowview Estates Pump Station Driveway as it makes it difficult for the Authority operators to access the pump station building, which could be detrimental in the event of an emergency.

TREASURER'S REPORTS – Timothy Laubscher:

Financial Reports:

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

Authorization of Bill Payments:

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, Secretary Gregory Aungst motioned to adjourn the August 4, 2011 PTMA meeting at 7:47 p.m. Assistant Secretary/Treasurer James Newman seconded the motion and unanimously approved.

Respectfully Submitted,

Susan L. Seebold, Administrative Secretary

Penn Township Municipal Authority