

PENN TOWNSHIP MUNICIPAL AUTHORITY

Minutes From Regularly Scheduled Meeting December 1, 2011

A regularly scheduled meeting of the Penn Township Municipal Authority was held on Thursday, December 1, 2011 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 (arrived at 7:02 p.m.), and Assistant Secretary/Treasurer James Newman

Member(s) Absent: Secretary Gregory Aungst

OTHERS PRESENT:

Solicitor Matthew Cravitz, Inspector Pete DeWire, Admin. Secretary Susan Seebold, and Operator Robin Sholly

VISITORS PRESENT: Christopher Sheaffer of Larson Design Group, Inc. and Michael Kauffman, Jason Carpenter and Eric Funk of Christ United Methodist Church

MINUTES:

The Authority members reviewed the minutes of the November 3, 2011 PTMA meeting. A motion was made by Assistant Secretary/Treasurer James Newman to approve the minutes from the November 3, 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.*

(Treasurer Timothy Laubscher joined the meeting at 7:02 p.m.)

CHRIST UNITED METHODIST CHURCH LAND DEVELOPMENT:

The Authority members reviewed the November 16, 2011 letter from John C. Bickhart, Selinsgrove Borough Manager and the November 14, 2011 letter from Christopher M. Sheaffer of Larson Design Group concerning the Christ United Methodist Church land development plan. After a brief discussion, Solicitor Matthew Cravitz was directed to have his office draw up a water main construction agreement between PTMA and Christ United Methodist Church. It shall be noted that the Eastern Snyder County Regional Authority and the Borough of Selinsgrove have granted sewer capacity for the aforementioned land development plan.

CORRESPONDENCE:

Easement for Proposed PTMA Well House Road – Charlie Ross, SIDCO:

The Authority members reviewed the August 31, 2011 letter from Charlie Ross of SIDCO concerning the easement for the proposed PTMA Well House Road. After a brief discussion, Vice-Chairman Neal Smith was directed to get estimated costs to construct the above-mentioned road. Upon further discussion, the Authority office was directed to send a letter to the Greater Susquehanna Chamber of Commerce stating at the last Penn Township Municipal Authority (Authority) meeting on December 1, 2011, the Authority members reviewed the Chamber's August 31, 2011 letter, which was received earlier in the day. It shall further state upon review, the Authority realizes that the requested easement should be written to allow the future owner of Lot #6 use of the road. It shall note that given the proposed well house access road is actually a driveway to the well house, the Authority asks that the Chamber considers a maximum width of twelve feet (12 ft.). The aforementioned letter shall state the Authority will construct the road to the thickness described in the Chamber's letter and will be responsible for maintenance. It shall further state if the Chamber or the ultimate owner of Lot #6 would want, the width could be increased at a future time at no expense to the Authority. It shall also state if these conditions meet with the Chamber's approval, the Authority will solicit design consultation and proceed, while keeping the Chamber informed of their progress.

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BREEZEWOOD, PHASE 1A:

The Authority members reviewed and discussed the November 4, 2011 letter from D. Jeffrey Golding of Gannett Fleming, Inc. concerning items that need to be completed prior the Authority accepting the Breezewood Phase 1A water and sewer systems. Further discussion was tabled until the above-mentioned items have been addressed to the Authority's satisfaction.

CHAIRMAN'S REPORT – Thomas Ferry:

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

VICE-CHAIRMAN'S REPORT – Neal Smith:

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

INSPECTOR'S REPORT – Pete DeWire:

PTMA Well House Road:

Inspector Pete DeWire reported that he has installed the roadway markers along the existing PTMA well house access road as directed by the Authority.

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)

Rotating Assembly Quotes – Kappe Associates, Inc.:

The Authority reviewed and discussed the October 25, 2011 Rotating Assembly Quote from Kappe Associates, Inc. Further discussion was tabled until the next PTMA meeting.

TREASURER'S REPORTS – Timothy Laubscher:

Financial Reports:

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

Authorization of Bill Payments:

Vice-Chairman Neal Smith 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 December 1, 2011 PTMA meeting at 7:53p.m. Vice-Chairman Neal Smith seconded the motion and unanimously approved.

Respectfully Submitted,

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