

PENN TOWNSHIP MUNICIPAL AUTHORITY

Minutes From Regularly Scheduled Meeting

March 1, 2012

A regularly scheduled meeting of the Penn Township Municipal Authority was held on Thursday, March 1, 2012 at 7:00 p.m. in the Penn Township Municipal Authority Office located at 2595 Route 522, Suite 20, Selinsgrove, PA. Thomas C. Ferry presiding.

MEMBERS PRESENT:

Chairman Thomas Ferry, Vice-Chairman Neal Smith, Treasurer Timothy Laubscher (arrived at 7:05 p.m.), 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 February 2, 2012 PTMA meeting. A motion was made by Assistant Secretary/Treasurer James Newman to approve the minutes from the February 2, 2012 Penn Township Municipal Authority meeting as presented. Secretary Gregory Aungst seconded the motion and unanimously approved.

PUBLIC COMMENT:

No one present to be heard.

(Treasurer Timothy Laubscher joined the meeting at 7:05 p.m.)

CORRESPONDENCE:

Old Colony Road Sewer – Penn Township Board of Supervisors:

The Authority members reviewed the February 8, 2012 letter from the Penn Township Board of Supervisors concerning future connections to the Old Colony Road sewer main. Upon discussion, it was noted that the manhole mentioned in the third paragraph of the aforementioned letter, Meadowview Estates Phase 3 manhole #MV43, was installed by the developer for the dual purpose of providing forced main sewer service to the Meadowview Estates, Phase 3 lots #133 thru 137 located to the east along Old Colony Road and with a pipe stub for possible future connection of properties to the west along Old Colony Road. Manhole MV43 was not installed for the “express” purpose of providing gravity sewer service to existing properties as indicated by Mr. Darwin Swope in the aforementioned letter. It shall also be noted that Meadowview Estates, Phase 3 lots #133 thru 137 will require the use of grinder pumps on each lot. After protracted discussion, no action was taken.

CHRIST UNITED METHODIST CHURCH LAND DEVELOPMENT:

Chairman Thomas Ferry reported that there is nothing new to report on the Christ United Methodist Church Land Development. Further discussion was tabled until Christ United Methodist Church is ready to proceed with the water and sewer construction agreements.

PTMA WELL HOUSE ACCESS ROAD:

Inspector Pete DeWire reported that the proposed PTMA Well House Access Road plan and easement description have been completed and submitted to Solicitor Robert Cravitz. Solicitor Robert Cravitz stated that he plans to have the above-mentioned easement ready for SIDCO’s review by their next meeting on March 16, 2012.

2011 CHAPTER 94 REPORT:

After the Authority members briefly reviewed and discussed the drafted 2011 Chapter 94 Report, Vice-Chairman Neal Smith motioned to approve the PTMA 2011 Municipal Wasteload Management Report dated January 2012 as presented by Gannett Fleming, Inc. Secretary Gregory Aungst seconded the motion and unanimously approved.

PENN TOWNSHIP MUNICIPAL AUTHORITY

Minutes From Regularly Scheduled Meeting March 1, 2012

QUICKBOOKS PRO 2012 UPGRADE:

Administrative Secretary Susan Seebold reported that the Authority office was notified by Intuit that they will be discontinuing service of QuickBooks 2009, effective May 31, 2012. After a brief discussion, Assistant Secretary/Treasurer James Newman motioned to purchase QuickBooks Pro 2012. Secretary Gregory Aungst seconded the motion and unanimously approved.

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:

Inspector Pete DeWire stated that it was recently brought to his attention that a manhole located behind the Breezewood Development along the South Clifford Road Sewer Trunk Line is open. According to Inspector DeWire's source, Jay Fulkroad & Sons, Inc. and their surveyor were recently looking in the manhole. After a brief discussion, the Authority office was directed to call Jay Fulkroad & Sons, Inc. concerning the open manhole. If they opened the manhole, the Authority office is to request that Jay Fulkroad & Sons, Inc. close it immediately due to safety issues. The Authority office was further directed to explain that it is against PTMA rules and regulations for unauthorized personnel to open manholes without a PTMA representative present. A follow up letter will also be sent to Jay Fulkroad & Sons, Inc. concerning this matter.

OPERATOR'S REPORT – Scott L. Sharp:

Monthly Operating Reports:

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

TREASURER'S REPORTS – Timothy Laubscher:

Financial Reports:

The Authority members reviewed and discussed 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, Treasurer Timothy Laubscher motioned to adjourn the March 1, 2012 PTMA meeting at 7:40 p.m. Secretary Gregory Aungst seconded the motion and unanimously approved.

Respectfully Submitted,

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