

PENN TOWNSHIP MUNICIPAL AUTHORITY

Minutes From Regularly Scheduled Meeting September 6, 2012

A regularly scheduled meeting of the Penn Township Municipal Authority was held on Thursday, September 6, 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, Secretary Gregory Aungst, and Assistant Secretary/Treasurer James Newman

Member(s) Absent: None

OTHERS PRESENT:

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

VISITORS PRESENT:

Ken Wagner of Schaeffer, Eichner and Wagner, LLP and Sue Kintzer of D.B. Construction

MINUTES:

The Authority members reviewed the minutes of the August 2, 2012 PTMA meeting. A motion was made by Treasurer Timothy Laubscher to approve the minutes from the August 2, 2012 Penn Township Municipal Authority meeting as presented. Assistant Secretary/Treasurer James Newman seconded the motion and unanimously approved.

PUBLIC COMMENT: *None*

CORRESPONDENCE:

2013 Net Operating Budget – John Abromitis, Eastern Snyder County Regional Authority:

The Authority members reviewed the August 8, 2012 letter from Eastern Snyder County Regional Authority (ESCRA) Manager John Abromitis concerning ESCRA's 2013 Net Operating Budget. After a brief discussion, Vice-Chairman Neal Smith motioned to send a letter to the Eastern Snyder County Regional Authority stating that PTMA estimates their 2013 flows to be approximately 360,000 gallons per day. Secretary Gregory Aungst seconded the motion and unanimously approved.

Letter of Resignation – Robin Sholly, Penn Township Municipal Authority:

After the Authority members briefly reviewed the September 4, 2012 letter from Robin M. Sholly concerning his resignation as PTMA Secondary Operator, Assistant Secretary/Treasurer James Newman motioned to regretfully accept Robin M. Sholly's resignation as of September 4, 2012. Vice-Chairman Neal Smith seconded the motion and unanimously approved.

PTMA WELL HOUSE ACCESS ROAD:

Chairman Thomas Ferry opened and read aloud the following four sealed telephonic bids for the construction of the new PTMA Well House Access Road:

Contractor	City/State/Zip	Bid Amount
Dave Gutelius Exc. & Paving, Inc.	Mifflinburg, PA 17844	\$22,500.00
G & R Charles Excavating, Ltd.	Port Trevorton, PA 17864	\$19,476.60
Fairchild Brothers, Inc.	Winfield, PA 17889	\$15,710.00
D.B. Construction	Selinsgrove, PA 17870	\$13,680.00

After a brief discussion, Vice-Chairman Neal Smith motioned to award the Penn Township Municipal Authority Well House Access Road contract to the lowest qualified bidder contingent upon Solicitor Robert Cravitz's review and approval. Secretary Gregory Aungst seconded the motion and unanimously approved.

(Sue Kintzer left the meeting at 7:10 p.m.)

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2011 PTMA AUDIT:

The Authority members and Auditor Ken Wagner of Schaeffer, Eichner and Wagner, LLP reviewed the Penn Township Municipal Authority audited financial statements for the year ended December 31, 2011. After a brief discussion, Secretary Gregory Aungst motioned to approve the Penn Township Municipal Authority Audited Financial Statements for the Year ended December 31, 2011 as presented by Schaeffer, Eichner and Wagner, LLP contingent upon review of the water fund interest amount stated on page 8 of the aforementioned audited financial statements. Secretary Aungst further motioned upon the above-mentioned review to publish the Penn Township Municipal Authority Concise Financial Statements dated December 31, 2011 in the *Snyder County Times*. Assistant Secretary/Treasurer James Newman seconded the motion and unanimously approved.

(Ken Wagner left the meeting at approx. 7:25 p.m.)

CHRIST UNITED METHODIST CHURCH LAND DEVELOPMENT:

Chairman Thomas Ferry reported Christ UMC has started construction of the water main extension. Chairman Ferry further reported the water main materials have been ordered from L/B Water Service, Inc. and received by Christ UMC. After a brief discussion, the Authority office was directed to contact Mr. Ken Estep and request 3 copies of the Christ UMC land development plans.

BREEZEWOOD, PHASE 1A:

The Authority members reviewed the August 31, 2012 letter from Gerald E. Fulkroad & Sons, Inc. concerning the engineer and inspection costs associated with the sewer and water main inspections in Breezewood, Phase 1A. After a brief discussion, the Authority determined that all invoices from Gannett Fleming, Inc. have been billed according to the Authority's agreement with Gannett Fleming, Inc.

FIRE HYDRANT REPAIR:

Inspector Pete DeWire reported Pawling Station Fire Hydrant #3, located along the current well house access road, was recently hit by farming equipment causing a water main break, which leaked approximately 380,000 gallons of water. After a brief discussion, the Authority office was directed to send a bill to Mr. Mervin Heimbach for the loss of water and damages incurred to the above-mentioned water main when his tractor hit Pawling Station Fire Hydrant #3.

CHAIRMAN'S REPORT – Thomas Ferry:

Chairman Thomas Ferry reported he has been in contact with the Penn Township Board of Supervisors concerning the sewer permit moratorium.

VICE-CHAIRMAN'S REPORT – Neal Smith:

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

INSPECTOR'S REPORT – Pete DeWire:

Inspector Pete DeWire reported on two phone calls he received concerning low water pressure due to pressure reducer valves being set incorrectly.

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:

The Authority members reviewed and discussed 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.

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ADJOURNMENT:

With no further business to discuss, Secretary Gregory Aungst motioned to adjourn the September 6, 2012 PTMA meeting at 7:56 p.m. Treasurer Timothy Laubscher seconded the motion and unanimously approved.

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