

PENN TOWNSHIP MUNICIPAL AUTHORITY

Minutes From Regularly Scheduled Meeting January 10, 2013

A regularly scheduled meeting of the Penn Township Municipal Authority was held on Thursday, January 10, 2013 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: Thomas Ferry, Neal Smith, Timothy Laubscher, and Gregory Aungst

MEMBERS ABSENT: *None*

OTHERS PRESENT: Solicitor Robert Cravitz, Inspector Pete DeWire, Operator Wendy Malehorn, and Admin. Secretary Susan Seebold

VISITORS PRESENT: *None*

REORGANIZATION:

Neal Smith motioned to retain all current Penn Township Municipal Authority officers as follows for 2013:

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|---------------|----------------------|
| Chairman | Thomas C. Ferry |
| Vice-Chairman | Neal R. Smith |
| Treasurer | Timothy M. Laubscher |
| Secretary | Gregory A. Aungst |

Timothy Laubscher seconded the motion and unanimously approved.

Vice-Chairman Neal Smith motioned to retain all current Penn Township Municipal Authority professional advisors as follows for 2013:

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| Legal Counsel | Robert M. Cravitz, Esq. |
| Inspector | Pete DeWire |
| Engineers | Gannett Fleming, Inc. |
| Auditors | Wagner, Dreesse, Elsasser & Associates |

Secretary Gregory Aungst seconded the motion and unanimously approved.

MINUTES:

The Authority members reviewed the minutes of the December 6, 2012 PTMA meeting. A motion was made by Treasurer Timothy Laubscher to approve the minutes from the December 6, 2012 Penn Township Municipal Authority meeting as presented. Vice-Chairman Neal Smith seconded the motion and unanimously approved.

PUBLIC COMMENT: *None*

CORRESPONDENCE: *None*

CHRIST UNITED METHODIST CHURCH LAND DEVELOPMENT:

The Authority members and Inspector Pete DeWire discussed the progress of the Christ UMC Water Main Extension and sewer line construction. It shall be noted the above-mentioned water main extension has not been connected to the existing PTMA water system at this time and will be connected at a time when it will not affect current PTMA water customers.

BREEZEWOOD, PHASE 1A:

Chairman Thomas Ferry stated there was nothing new to report on Breezewood, Phase 1A.

SUSQUEHANNA UNIVERSITY / PTMA EASEMENT SHARING AGREEMENT:

Solicitor Robert Cravitz reported that Susquehanna University (SU) has reviewed and approved the Easement Sharing Agreement between PTMA and SU for the purpose of constructing an eight foot (8 ft.) tall privacy fence in the existing 30-foot PTMA sewer easement located along the 18th Street Commons northern property line. After a brief discussion, Vice-Chairman Neal Smith motioned to approve the revised Easement Sharing Agreement dated January 10, 2013 between Penn Township Municipal Authority and Susquehanna University as presented. Treasurer Timothy Laubscher seconded the motion and unanimously approved.

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WATER VALVE EXERCISE PROGRAM:

The Authority members discussed the need to exercise all water valves on the PTMA water system. After a brief discussion, Operator Wendy Malehorn was directed to contract Operator Scott Sharp and together create and implement a water valve and fire hydrant exercise program.

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 discussed the electrical issues at the Meadowview Estates Pump Station. Further discussion was tabled until after Chairman Thomas Ferry and Vice-Chairman Neal Smith can research possible solutions.

INSPECTOR'S REPORT – Pete DeWire:

Inspector Pete DeWire reported that run-off and debris are still running onto the Meadowview Estates Pump Station property from a neighboring construction site. After a brief discussion, Solicitor Robert Cravitz was directed to send a letter to Haubert Construction, LLC (d/b/a Fogarty Homes) requiring them to divert all run-off from Meadowview Estates lot #123 away from the Authority's property and into the storm water retention pond located behind the aforementioned lot.

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)

Vice-Chairman Neal Smith motioned to approve the Payments and Time Cards as presented. Secretary Gregory Aungst seconded the motion and unanimously approved.

Chairman Thomas Ferry called an executive session at 8:14 p.m. to discuss personnel matters. The Penn Township Municipal Authority January 10, 2013 meeting was reconvened at 8:19 p.m.

Based upon the Executive Session, Chairman Thomas Ferry motioned to (1) increase Operator Scott L. Sharp's hourly wages sixty cents per hour (\$.60/hr.), (2) increase Operator Wendy M. Malehorn's hourly wage one dollar per hour (\$1.00/hr.) as per the agreement at the time she was hired plus an additional increase of fifty-five cents per hour (\$.55/hr.), and (3) increase Administrative Secretary Susan L. Seebold's hourly wage forty-five cents per hour (\$.45/hr.). Chairman Ferry further motioned that all rate increases are effective as of January 1, 2013. Secretary Gregory Aungst seconded the motion and unanimously approved.

ADJOURNMENT:

With no further business to discuss, Secretary Gregory Aungst motioned to adjourn the January 10, 2013 PTMA meeting at 8:22 p.m. Treasurer Timothy Laubscher seconded the motion and unanimously approved.

Respectfully Submitted,

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