

PENN TOWNSHIP MUNICIPAL AUTHORITY

Minutes From Regularly Scheduled Meeting

April 4, 2013

A regularly scheduled meeting of the Penn Township Municipal Authority was held on Thursday, April 4, 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: Chairman Thomas Ferry, Vice-Chairman Neal Smith, Treasurer Timothy Laubscher, Secretary Gregory Aungst, and Assistant Secretary/Treasurer Robert Davis

MEMBERS ABSENT: *None*

OTHERS PRESENT: Solicitor Robert Cravitz, Inspector Pete DeWire, Engineer D. Jeffrey Golding, and Admin. Secretary Susan Seebold

VISITORS PRESENT: Kevin Dressler of the Selinsgrove State Center, Alex Ororbia of Weis Markets, Inc., and William P. Gralski of First Capital Engineering

MINUTES:

The Authority members reviewed the minutes of the March 7, 2013 PTMA meeting. A motion was made by Secretary Gregory Aungst to approve the minutes from the March 7, 2013 Penn Township Municipal Authority meeting as presented. Treasurer Timothy Laubscher seconded the motion and unanimously approved.

PUBLIC COMMENT:

Selinsgrove State Center Water – Kevin Dressler, Facility Manager:

Mr. Kevin Dressler of the Selinsgrove State Center came before the board to discuss the possibility of PTMA supplying bulk water service to the Selinsgrove State Center located along Route 522. Mr. Dressler further stated that he is currently exploring several avenues to determine the best source of water for the center. After a brief discussion, Engineer D. Jeffrey Golding was directed to review the PTMA water system and submit a report indicating possible connections points where the Selinsgrove Center could connect to the PTMA water system. Mr. Golding was also directed to calculate a per 1000 gallons rate of what it would cost the Authority to produce bulk water for the Selinsgrove State Center. Further discussion was tabled until the May 2, 2013 PTMA meeting.

(Mr. Kevin Dressler left the meeting at 7:18 p.m.)

WEIS MARKETS, INC.:

Mr. Alex Ororbia of Weis Markets, Inc. and Mr. William P. Gralski of First Capital Engineering came before the Authority to request sewer capacity for the new Weis Markets, Inc. supermarket, which is proposed to be constructed in the Borough of Selinsgrove on the corner of State Routes 522 and 204. Mr. Ororbia explained that it would not be economical to connect the proposed store to the existing Selinsgrove Borough sewer mains, adjacent to the above-mentioned property, since it would require a sanitary sewer lift station. Mr. Ororbia further explained that a gravity sewer connection could be established if Weis Markets, Inc. is allowed to connect to the PTMA sewer main located along State Route 204, which is located in Penn Township. After a lengthy discussion, Engineer D. Jeffrey Golding of Gannett Fleming, Inc. was directed to review the Weis Markets, Inc. sewer plans and submit a report to PTMA outlining his findings. It shall be noted that Mr. Alex Ororbia, on behalf of Weis Markets, Inc. agreed to pay all costs associated with the engineering review completed by Gannett Fleming, Inc. Further discussion was tabled until the May 2, 2013 PTMA meeting. ***(Mr. Alex Ororbia and Mr. William Gralski left the meeting at 7:53 p.m.)***

CORRESPONDENCE:

Sewer Capacity Request – Harley M. Parker, Merrie L. Parker, Mark E. Parker & Michelle Parker:

The Authority reviewed the March 19, 2013 letter from Harley M. Parker, Merrie L. Parker, Mark E. Parker and Michelle Parker requesting 1 EDU sewer capacity for a new residential home. After a brief discussion, Vice-Chairman Neal Smith motioned to send a letter to Mr. & Mrs. Harley Parker and Mr. & Mrs. Mark Parker stating The Penn Township Municipal Authority (PTMA) has preliminarily reviewed their request for sewer capacity for the purpose of providing public sewer service to their property located along Walters Lane (03PN043). It shall further state that upon review the Authority finds that public sewerage facilities are available based on an estimated total average sewage flow of 275 gallons per day (1 EDU at 275 gallons per day per EDU) to serve the above-mentioned property. It shall also state the estimated flows will not cause an over-load on the Authority's sewer system in the projected 5 years.

PENN TOWNSHIP MUNICIPAL AUTHORITY

Minutes From Regularly Scheduled Meeting April 4, 2013

The Aforementioned letter shall note the Authority will accept the proposed connections to the public sewer system upon compliance with all of the Authority's rules, regulations, requirements and specifications pertaining to connections. It shall further note that approval by the Eastern Snyder County Regional Authority (ESCRA) (treatment capacity) is also required in order to proceed with this project. The above-mentioned letter shall state prior to construction a PTMA sewer permit must be obtained from the Authority office. It shall further state the proposed sewer lateral for the above-mentioned property shall be tapped into the Salem Road sewer main and a PTMA inspector must be notified 24 hours in advance of the sewer tap being made. Secretary Gregory Aungst seconded the motion and unanimously approved.

CHRIST UNITED METHODIST CHURCH LAND DEVELOPMENT:

Inspector Pete DeWire reported that the Christ UMC sewer line has been completed and the water main extension is scheduled to be connected to the PTMA water system next week.

BREEZEWOOD, PHASE 1A:

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

PTMA BILLING SOFTWARE UPGRADE:

Administrative Secretary Susan Seebold reported that the PTMA billing software has an upgrade available, which will enable PTMA to email copies of customer bills, account data and reports to the customer within seconds. This upgrade will also allow PTMA to change the format of their bill from a postcard to an 8.5 X 11 plain paper bill, which will provide more space for additional billing information. After a brief discussion, Treasurer Timothy Laubscher motioned to purchase the Visual Utility Billing upgrade at a cost not to exceed \$300.00. Treasurer Laubscher further motioned to change the PTMA billing style from a postcard format to an 8.5 X 11 plain paper format. Assistant Secretary/Treasurer Robert Davis seconded the motion and unanimously approved.

CHAIRMAN'S REPORT – Thomas Ferry:

Chairman Thomas Ferry reported that he has been in contact with PP&L concerning the electrical issues at the Meadowview Estates Pump Station. Chairman Ferry further reported PP&L has reviewed the electrical use at the above-mentioned pump station and did not notice a power flow fluctuation or anything out of the ordinary.

VICE-CHAIRMAN'S REPORT – Neal Smith:

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

INSPECTOR'S REPORT – Pete DeWire:

Inspector Pete DeWire reported that he will need to take a few continuing education courses in order to renew his wastewater operator's license, which will expire on September 30, 2013.

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.

ADJOURNMENT:

With no further business to discuss, Assistant Secretary/Treasurer Robert Davis motioned to adjourn the April 4, 2013 PTMA meeting at 9:37 p.m. Secretary Gregory Aungst seconded the motion and unanimously approved.

Respectfully Submitted,

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