

PENN TOWNSHIP MUNICIPAL AUTHORITY

Minutes From Regularly Scheduled Meeting

June 6, 2013

A regularly scheduled meeting of the Penn Township Municipal Authority was held on Thursday, June 6, 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, and Secretary Gregory Aungst

MEMBERS ABSENT: Assistant Secretary/Treasurer Robert Davis

OTHERS PRESENT: Solicitor Matthew Cravitz, Solicitor Robert Cravitz (arrived at approx. 8:30 p.m.), Inspector Pete DeWire, Engineer D. Jeffrey Golding, and Admin. Secretary Susan Seebold

VISITORS PRESENT: None

MINUTES:

The Authority members reviewed the minutes of the May 2, 2013 PTMA meeting. A motion was made by Vice-Chairman Neal Smith to approve the minutes from the May 2, 2013 Penn Township Municipal Authority meeting as presented. Secretary Gregory Aungst seconded the motion and unanimously approved.

PUBLIC COMMENT: None

CORRESPONDENCE: None

SELINGROVE STATE CENTER BULK WATER:

The Authority Members reviewed and discussed the May 2, 2013 memorandum from Engineer D. Jeffrey Golding of Gannett Fleming, Inc. concerning the proposed bulk water service connection to the Selinsgrove State Center. After a lengthy discussion, Vice-Chairman Neal Smith motioned to authorize Chairman Thomas Ferry to negotiate with the Selinsgrove State Center based upon the following options:

OPTION A:

The Selinsgrove State Center would be responsible for the following:

- A. Design and install 1800' ± of 12" line including appenditures.
- B. Purchase and maintain a PTMA approved water meter.
- C. Water rates: First 50,000 Gallons/Qtr. \$6.00/1000 gallons
 Next 450,000 Gallons/Qtr. \$5.00/1000 gallons
 Over 500,000 Gallons/Qtr. \$4.00/1000 gallons
- D. All Water Permit Fees will be waived.

OPTION B:

The Selinsgrove State Center would be responsible for the following:

- A. Design and install 1800' ± of 12" line including appenditures.
- B. Purchase and maintain a PTMA approved water meter.
- C. Water rates: First 50,000 Gallons/Qtr. \$6.00/1000 gallons
 Next 450,000 Gallons/Qtr. \$5.00/1000 gallons
 Over 500,000 Gallons/Qtr. \$3.75/1000 gallons

D. Purchase a Water Permit from PTMA as described below:

Capacity Tapping Fee:	\$211.56 per EDU @ 645 EDUs = \$136,456.20
Inspection Fee:	\$125.00
Administrative Fee:	\$100.00
Total Water Permit Cost:	\$136,681.20

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Vice-Chairman Smith further motioned that the above-mentioned water rates are not perpetual and may change if the Authority deems it necessary to do so. Secretary Gregory Aungst seconded the motion and unanimously approved. It shall be noted many factors play in determining PTMA water rates, such as, inflation, operation costs and normal wear and tear of the water system.

WEIS MARKETS, INC.:

Approval of Sewage Transportation Agreement:

The Authority members reviewed the Sewage Transportation Agreement between PTMA and the Borough of Selinsgrove for the development of a new Weis Markets store, which is proposed to be constructed in the Borough of Selinsgrove at the corner of Routes 522 and 204. After a brief discussion, Treasurer Timothy Laubscher motioned to approve the Sewage Transportation Agreement for the Weis Markets, Inc. Development dated June 3, 2013 as presented contingent upon appropriate resolution of Article 8 questions. Vice-Chairman Neal Smith seconded the motion and unanimously approved.

Approval of Sewer Connection and Service Agreement:

The Authority members reviewed the Sewer Connection and Service Agreement between PTMA and Weis Markets, Inc. for the connection of the above-mentioned Weis Markets store to the PTMA sanitary sewer system. After a brief discussion, Secretary Gregory Aungst motioned to approve the Sewer Connection and Service Agreement for the Weis Markets, Inc. Development dated June 6, 2013 with noted corrections. Treasurer Timothy Laubscher seconded the motion and unanimously approved.

Land Development Plan Review:

The Authority members reviewed the May 21, 2013 letter from Paul Williams, Selinsgrove Borough Manger, which stated the Borough of Selinsgrove will permit Penn Township Municipal Authority to accept Weis Markets, Inc. Store #226 as a sewer customer. Engineer D. Jeffrey Golding reported that he has reviewed the revised sanitary sewer plans for the proposed Weis Markets Store #226 and has requested additional information from Weis Markets' Engineer Mr. William P. Gralski of First Capital Engineering.

CHRIST UNITED METHODIST CHURCH LAND DEVELOPMENT:

Inspector Pete DeWire reported that the Christ UMC water main extension is scheduled to be connected to the PTMA water system on Monday, June 10, 2013.

BREEZEWOOD, PHASE 1A:

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

PAVING OF WELL HOUSE ACCESS ROAD:

The Authority members reviewed the PTMA Well House Access Road Paving Project "Invitation to Bid" as presented by Inspector Pete DeWire. After a brief discussion, Vice-Chairman Neal Smith motioned to authorize Inspector Pete DeWire to solicit telephonic bids from the area contractors for the paving of the new PTMA well house access road. Vice-Chairman Smith further motioned that all bids received will be reviewed at the July 2, 2013 PTMA meeting. Treasurer Timothy Laubscher seconded the motion and unanimously approved.

PREVAILING WAGE FORM LETTER:

Solicitor Robert Cravitz reported that the Snyder County Commissioners will be sending a written request asking all local municipalities in Snyder County to execute a form letter to change the prevailing wage limits. After a brief discussion, Vice-Chairman Neal Smith motioned to execute the Snyder County Commissioners' form letter to change the prevailing wage limits when it is received by the PTMA office. Secretary Gregory Aungst seconded the motion and unanimously approved.

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PTMA WATER AND SEWER BILLING POSTAGE:

Administrative Secretary Susan Seebold reported that due to the water and sewer bills being sent in windowed envelopes, a large amount of stamps must be purchased from the local post office, which must be pre-ordered a month in advance. Administrative Secretary Seebold further reported that the Authority can purchase enough stamps for the 2nd quarter 2013 billing cycle if they are willing to use Christmas stamps. After a brief discussion, Administrative Secretary Seebold was directed to purchase Christmas stamps for the 2nd quarter 2013 billing cycle and contact Keystone Building Products to see if they would be willing to let PTMA use their postage meter with PTMA reimbursing Keystone Building Products for all postage and supplies used.

CHAIRMAN'S REPORT – Thomas Ferry:

Chairman Thomas Ferry stated he had nothing further to report.

VICE-CHAIRMAN'S REPORT – Neal Smith:

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

INSPECTOR'S REPORT – Pete DeWire:

Meadowview Estates Phase 3 – Lot #123:

Inspector Pete DeWire reported that the swale on Meadowview Estates Lot #123 (22 Creekside Drive) has been reconstructed to divert the run-off and debris into the storm water retention pond located behind the aforementioned property. Inspector Pete DeWire further reported that the mud and debris have been cleaned up on the Meadowview Estates Pump Station property.

Continuing Education Courses:

Inspector Pete DeWire reported that in order to renew his water and wastewater operator's licenses, he has completed a total of 3 continuing education courses and is scheduled to take one more in the near future. After a brief discussion, Secretary Gregory Aungst motioned to reimburse the PRWA Training Seminar #2952 and #870 registration fees in the total amount of one hundred, fifty-five dollars (\$155.00) to Inspector Pete DeWire, where he earned or will earn continuing education credits required for the renewal of his Operator's Licenses. Vice-Chairman Neal Smith seconded the motion and unanimously approved.

East Snyder Park:

Inspector Pete DeWire reported that East Snyder Park plans to connect to the PTMA water system early next week. Inspector DeWire further reported that a Penn Township Supervisor will sign the water permit and purchase a one-inch (1") water meter prior to connecting to the PTMA water system.

OPERATOR'S REPORT – Scott L. Sharp:

Monthly Operating Reports:

The Authority members reviewed 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. Vice-Chairman Neal Smith seconded the motion and unanimously approved.

ADJOURNMENT:

With no further business to discuss, Vice-Chairman Neal Smith motioned to adjourn the June 6, 2013 PTMA meeting at 9:07 p.m. Secretary Gregory Aungst seconded the motion and unanimously approved.

Respectfully Submitted,

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