

PENN TOWNSHIP MUNICIPAL AUTHORITY

Minutes From Regularly Scheduled Meeting

July 2, 2013

A regularly scheduled meeting of the Penn Township Municipal Authority was held on Tuesday, July 2, 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, and Admin. Secretary Susan Seebold

VISITORS PRESENT: None

MINUTES:

The Authority members reviewed the minutes of the June 6, 2013 PTMA meeting. A motion was made by Treasurer Timothy Laubscher to approve the minutes from the June 6, 2013 Penn Township Municipal Authority meeting as presented. Secretary Gregory Aungst seconded the motion and unanimously approved.

PUBLIC COMMENT: None

CORRESPONDENCE: None

PTMA WELL HOUSE ACCESS ROAD PAVING PROJECT:

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

Contractor	City/State/Zip	Bid Amount
Eastern Industries, Inc.	Winfield, PA 17889	\$18,905.00
Fairchild Brothers, Inc.	Winfield, PA 17889	\$17,710.00
Meckley Limestone Products, Inc.	Herndon, PA 17830	\$16,450.00

After a brief discussion, Vice-Chairman Neal Smith motioned to award the Penn Township Municipal Authority Well House Access Road Paving contract to Meckley's Limestone Products, Inc. as presented in their July 2, 2013 proposal contingent upon Solicitor Robert Cravitz's review and approval. Secretary Gregory Aungst seconded the motion and unanimously approved.

SELINGSGROVE STATE CENTER BULK WATER:

Chairman Thomas Ferry reported that he met with Kevin Dressler of the Selinsgrove State Center on June 10, 2013, where he presented the proposal for PTMA to supply bulk water service to the Selinsgrove State Center. Further discussion was tabled until PTMA receives a response to their proposal from the Selinsgrove State Center.

WEIS MARKETS, INC.:

Sewage Transportation Agreement:

Solicitor Robert Cravitz reported that Section 8 of the Sewage Transportation Agreement between PTMA and the Borough of Selinsgrove has been revised as per the discussion at the last PTMA meeting. Solicitor Cravitz further reported that the Borough of Selinsgrove has authorized the borough manager to sign the revised Sewage Transportation Agreement if it meets PTMA's approval. After a brief discussion, Secretary Gregory Aungst motioned to approve the Sewage Transportation Agreement for the Weis Markets, Inc. Development dated July 2, 2013 as presented. Vice-Chairman Neal Smith seconded the motion and unanimously approved.

Sewer Connection and Service Agreement:

Solicitor Robert Cravitz reported that the Sewer Connection and Service Agreement between PTMA and Weis Markets, Inc. has been sent to Weis Markets, Inc. for their approval and execution.

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CHRIST UNITED METHODIST CHURCH LAND DEVELOPMENT:

Inspector Pete DeWire reported that the Christ UMC water main extension was recently connected to the PTMA water system.

BREEZEWOOD, PHASE 1A:

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

PTMA WATER AND SEWER BILLING POSTAGE:

Administrative Secretary Susan Seebold reported she contacted Keystone Building Products, as directed by the Authority, 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. Administrative Secretary Seebold further reported that Keystone Building Products has agreed to let PTMA use their postage meter if the Authority pays three cents per envelope (\$.03/env.) plus all postage used. Administrative Secretary Seebold noted the automatic feed and sealer of the above-mentioned postage meter does not work properly and will require each envelope to be manually stamped and sealed. After a brief discussion, the Authority directed Administrative Secretary Seebold to purchase stamps from the post office and use the Keystone Building Products postage meter as a back-up method.

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:

East Snyder Park:

Inspector Pete DeWire reported that the new East Snyder Park water lateral should be connected to the PTMA water system early next week. Inspector DeWire further reported that the existing water service to the old ball field concession stand will be permanently taken out of service upon the completion of the new water service.

Kerrico Corporation:

Inspector Pete DeWire reported that the Kerrico Corporation's grinder pump system is not working correctly. Inspector DeWire further reported that Kerrico has not been able to determine what is causing the system malfunction; however, they are diligently working to resolve the problem.

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)

Assistant Secretary/Treasurer Robert Davis 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, Treasurer Timothy Laubscher motioned to adjourn the July 2, 2013 PTMA meeting at 7:42 p.m. Secretary Gregory Aungst seconded the motion and unanimously approved.

Respectfully Submitted,

Susan L. Seebold, Administrative Secretary

Penn Township Municipal Authority