

PENN TOWNSHIP MUNICIPAL AUTHORITY

Minutes From Regularly Scheduled Meeting December 5, 2013

A regularly scheduled meeting of the Penn Township Municipal Authority was held on Thursday, December 5, 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 Assistant Secretary/Treasurer Robert Davis

MEMBERS EXCUSED: Secretary Gregory Aungst

OTHERS PRESENT: Solicitor Robert Cravitz, Inspector Pete DeWire, and Administrative Secretary Susan Seebold

VISITORS PRESENT: *None*

MINUTES:

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

PUBLIC COMMENT: *None*

CORRESPONDENCE:

Breezewood, Phase 1A – Gerald E. Fulkroad, Sr.:

The Authority members reviewed the November 22, 2013 letter from Gerald E. Fulkroad, Sr. of Susquehanna Adventures, Inc. concerning Breezewood, Phase 1A. After a brief discussion, Vice-Chairman Neal Smith motioned to send a letter to Gerald E. Fulkroad, Sr. stating **in response to his November 22, 2013 letter, the following items MUST be completed in order to obtain water and sewer permits for the building lots in Breezewood, Phase 1A:** (1) Deed of easements for all water and sewer facilities must be provided to the Authority, (2) Water mains in Phase 1A must be disinfected in accordance with the Authority's "General Specifications for Water System Construction," (3) The water mains must be thoroughly flushed to remove the highly chlorinated water after an acceptable disinfection has been obtained, (4) After the water mains are flushed, the chlorine residual must be tested by a PTMA operator to ensure it is at the normal PTMA level, (5) Upon achieving the normal PTMA chlorine residual, a bacteria test sample must be taken and tested by a PTMA approved lab, (6) Manhole MH103E1 must be completed and tested in the presence of a PTMA inspector, (7) PTMA Inspector must perform a final inspect of the water and sewer mains, review the above-mentioned tests and approve both the water and sewer main construction, (8) Upon approval by the PTMA inspector, water and sewer as-built drawings must be submitted to the PTMA inspector for his review and approval, (9) Upon approval of the water and sewer as-builts, 4 paper copies and one copy in CAD must be submitted to the PTMA office, (10) When the above-mentioned items have been completed to the Authority's satisfaction, a Deed of Dedication for the water and sewer facilities shall be provided to the Authority, and (11) Upon PTMA accepting the Deed of Dedication and all outstanding escrow accounts paid current, water and sewer permits may be purchased from

PENN TOWNSHIP MUNICIPAL AUTHORITY – December 5, 2013 minutes (cont.)

the PTMA office. The aforementioned letter shall note that, currently, the water and sewer permit fees for a residential single-family home are \$2,500.00 and \$2,295.81, respectively. It shall also note to ensure compatibility with the PTMA billing system, a water meter must also be purchased through PTMA at the time the water permit is purchased. Treasurer Timothy Laubscher seconded the motion and unanimously approved.

WEIS MARKETS, INC.:

Inspector Pete DeWire reported that the highway occupancy permit for proposed Weis Markets, Inc. Store #226 has been issued to PTMA and forwarded to Weis Markets' engineer. Further discussion was tabled until Weis Markets, Inc. submits revised shop drawings to Engineer D. Jeffrey Golding for further review.

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:

Air-Release Valves:

Inspector Pete DeWire stated that he will be contacting Fairchild Brothers, Inc. in the near future to schedule the quarterly air-release valve maintenance.

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)

Assistant Secretary/Treasurer Robert Davis 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, Assistant Secretary/Treasurer Robert Davis motioned to adjourn the December 5, 2013 PTMA meeting at 7:21 p.m. Vice-Chairman Neal Smith seconded the motion and unanimously approved.

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