

# **PENN TOWNSHIP MUNICIPAL AUTHORITY**

## **Minutes From Regularly Scheduled Meeting August 6, 2015**

A regularly scheduled meeting of the Penn Township Municipal Authority was held on Thursday, August 6, 2015 at 7:00 p.m. in the Penn Township Municipal Authority Office located at 2595 Route 522, Suite 10, Selinsgrove, PA. Thomas C. Ferry presiding.

**MEMBERS PRESENT:** Chairman Thomas Ferry, Vice-Chairman Neal Smith, Secretary Gregory Aungst, and Assistant Secretary/Treasurer Pete DeWire

**MEMBERS EXCUSED:** Treasurer Robert Davis

**OTHERS PRESENT:** Solicitor Robert Cravitz and Admin. Secretary Susan Seebold

**VISITORS PRESENT:** Michael Fuller of Wagner, Dreese, Elsasser & Associates

### **MINUTES:**

The Authority members reviewed the minutes of the July 1, 2015 PTMA meeting. A motion was made by Secretary Gregory Aungst to approve the minutes from the July 1, 2015 Penn Township Municipal Authority meeting as presented. Assistant Secretary/Treasurer Pete DeWire seconded the motion and unanimously approved.

**PUBLIC COMMENT:** *None*

### **2014 PTMA AUDIT:**

The Authority members and Auditor Michael Fuller of Wagner, Dreese, Elsasser & Assoc. reviewed the Penn Township Municipal Authority audited financial statements for the year ended December 31, 2014. After a brief discussion, Vice-Chairman Neal Smith motioned to approve the Penn Township Municipal Authority Audited Financial Statements for the Year ended December 31, 2014 as presented by Wagner, Dreese, Elsasser & Assoc. Vice-Chairman Smith further motioned to publish the Penn Township Municipal Authority Concise Financial Statements dated December 31, 2014 in the *Snyder County Times*. Secretary Gregory Aungst seconded the motion and unanimously approved.

*(Mr. Michael Fuller left the meeting at 7:20 p.m.)*

### **CORRESPONDENCE:**

#### ***Selinsgrove Dollar General Store – Edward E. Davis, Sr.:***

The Authority members reviewed the July 29, 2015 letter from Edward E. Davis, Sr., of MBC Development, LP concerning the proposed Selinsgrove Dollar General Store, which is planned to be constructed on commercial lot #2 in phase 4 of Harris Estates located along Route 522. After a brief discussion, it was noted that since sewer capacity was granted by PTMA, ESCRA and the Borough of Selinsgrove for all phases of Harris Estates in 1994, no additional sewer capacity approval is required. After further discussion, the Authority Office was directed to send a letter to Mr. Edward E. Davis, Sr. of MBC Development, LP stating the Penn Township Municipal Authority (PTMA) has preliminarily reviewed his request for water and sewer capacity for the purpose of providing public water and sewer service to the proposed Selinsgrove Dollar General Store to be constructed on Harris Estates, Phase 4 lot #2 located along Route 522. It shall further state upon review the Authority finds that public water facilities are available based on the estimated 200 gallons of water per day and sanitary sewer facilities are available based on an

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estimated total average sewage flow of 275 gallons per day (1 EDU at 275 gallons per day per EDU) to serve the proposed Selinsgrove Dollar General store. It shall note the estimated flows will not cause an over-load on the Authority's water or sewer systems in the projected 5 years. It shall further note the Authority will accept the proposed connections to the public water and sewer systems upon compliance with all of the Authority's rules, regulations, requirements and specifications pertaining to connections. The Aforementioned letter shall state prior to the plan review, a sewer escrow account in the amount of \$500.00 and a water escrow account in the amount of \$500.00 totaling \$1,000.00 must be set up with the Authority office. It shall further state the escrow funds will be used for plan & legal review of all sewer and water plans for the aforementioned project along with associated inspection fees by the Authority's Inspector. It shall also state any unused funds will be returned upon the final completion of the project. It shall note after the above-mentioned escrow accounts are established, a complete set of water and sewer plans must be submitted to PTMA Inspector Pete DeWire for plan review.

***WEIS MARKETS STORE #226 SEWER PRE-TREATMENT FACILITY TESTING:***

Inspector Pete DeWire reported that he has nothing new to report on the Weis Markets Store #226 Wastewater Pre-Treatment Facility testing. After a brief discussion, Solicitor Robert Cravitz was directed to send a letter to Weis Markets, Inc. requesting a status update of their plans to resolve the issues at the aforementioned pre-treatment facility. Further discussion was tabled until the September 3, 2015 PTMA meeting.

***PTMA SANITARY SEWER SCHEDULE OF RATES & CHARGES:***

The Authority members reviewed and discussed the current PTMA Sanitary Sewer Schedule of Rates and Charges. Further discussion was tabled until the September 3, 2015 PTMA meeting.

***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:***

***PTMA W/S System Maintenance Schedule:***

Inspector Pete DeWire reported that he is almost completed with the PTMA Water / Sewer System Maintenance Schedule. Further discussion was tabled until the September 3, 2015 PTMA meeting.

***PRWA Technical Development Classes:***

Inspector Pete DeWire reported that in order to renew his wastewater operator's licenses, he must complete continuing education courses. After a brief discussion, Vice-Chairman Neal Smith motioned to send Inspector Pete DeWire to the PA Rural Water Association ASSE Basic Cross Connection Control & Backflow Prevention 101 / Mechanics of Meters course in Selinsgrove, PA at a cost of one hundred, sixty-five dollars (\$165.00), where he can earn continuing education credits required for the renewal of his Operator's License. Secretary Gregory Aungst seconded the motion with Assistant Secretary/Treasurer Pete DeWire abstaining. Motion Approved.

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***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) Administrative Secretary Susan Seebold reported that the Meadowview Estates Pump Station is scheduled to be repaired by Kappe Associates on Tuesday, August 18, 2015.

***TREASURER’S REPORTS – Rob Davis:***

***Financial Reports:***

The Authority members reviewed and discussed the financial reports. (See Attachment B and C) Vice-Chairman Neal Smith motioned to approve the Payments and Timecards as presented. Secretary Gregory Aungst seconded the motion and unanimously approved.

***ADJOURNMENT:***

With no further business to discuss, Secretary Gregory Aungst motioned to adjourn the August 6, 2015 PTMA meeting at 8:32 p.m. Assistant Secretary/Treasurer Pete DeWire seconded the motion and unanimously approved.

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