

# **PENN TOWNSHIP MUNICIPAL AUTHORITY**

## **Minutes From Regularly Scheduled Meeting June 2, 2016**

A regularly scheduled meeting of the Penn Township Municipal Authority was held on Thursday, June 2, 2016 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:** *None*

### **MINUTES:**

The Authority members reviewed the minutes of the May 5, 2016 PTMA meeting. After a brief discussion, Assistant Secretary/Treasurer Pete DeWire motioned to approve the minutes of the May 5, 2016 Penn Township Municipal Authority meeting as presented. Secretary Gregory Aungst seconded the motion and unanimously approved.

**PUBLIC COMMENT:** *None*

### **CORRESPONDENCE:**

#### ***Susquehanna University Sassafras Street Driveway Construction – Jennifer Lee:***

The Authority members reviewed the May 9, 2016 letter from Jennifer L. Lee of Derck & Edson Associates concerning the Susquehanna University Sassafras Street Driveway Construction, which will cross over a PTMA sewer easement located in that area. After a brief discussion, Assistant Secretary/Treasurer Pete DeWire motioned to send a letter to Jennifer Lee of Derck & Edson Associates stating the Penn Township Municipal Authority has reviewed her May 9, 2016 letter concerning the construction of the Susquehanna University Sassafras Street Driveway, which will cross the Authority's sewer easement. It shall further state upon review, the Authority has no objections to the construction of the aforementioned driveway as presented on the Susquehanna University Sassafras Driveway plans dated May 2, 2016. Vice-Chairman Neal Smith seconded the motion and unanimously approved.

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

The Authority members reviewed and discussed the May 11, 2016 memorandum from Ed Spayd of HRG concerning the Weis Markets Store #226 Sewer Pre-Treatment Facility. Further discussion was tabled until the July 7, 2016 PTMA meeting.

***(Solicitor Robert Cravitz joined the meeting at 7:05 p.m.)***

### **PTMA CERTIFICATE OF INCORPORATION:**

Assistant Secretary/Treasurer Pete DeWire reported that the Penn Township Board of Supervisors approved both the ordinance and resolution amending the PTMA Articles of Incorporation at their June 1, 2016 meeting.

**PENN TOWNSHIP MUNICIPAL AUTHORITY – June 2, 2016 minutes (cont.)**

***PTMA CREDIT CARD:***

Administrative Secretary Susan Seebold reported that she has found only one credit card that is designed for a municipality; however, the application requires confidential information from at least one board member and all employees who receive a credit card. After a brief discussion, Administrative Secretary Seebold was directed to continue her search for a credit card better suited to a municipality that does not require individual credit ratings and confidential information from employees and board members. It shall be noted business credit cards require a board member to secure the card financially with his or her own personal funds, credit rating, and confidential personal information.

***CHAIRMAN’S REPORT – Thomas Ferry:***

Chairman Thomas Ferry stated that he had nothing further to report.

***VICE-CHAIRMAN’S REPORT – Neal Smith:***

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

***INSPECTOR’S REPORT – Pete DeWire:***

***Salem Road Pump Station:***

Inspector Pete DeWire reported that the dialer at the Salem Road Pump Station called him recently. Upon investigation, he found that the sewer pump float bracket needed to be replaced. Inspector DeWire further reported that Fairchild Brothers, Inc. will be replacing the above-mentioned bracket with a stainless steel bracket in the near future.

***Backflow Prevention:***

The Authority members briefly reviewed the PTMA Water Rules and Regulations pertaining to Backflow Prevention. After a brief discussion, Administrative Secretary Susan Seebold was asked to contact Engineer Joshua Owens and ask him to attend the July PTMA meeting to discuss Backflow Prevention. Further discussion was tabled until the July 7, 2016 PTMA meeting.

***OPERATOR’S REPORT – Scott L. Sharp:***

***Monthly Operating Reports:***

Due to unforeseen circumstances, Operator Scott Sharp was unable to submit the monthly operator’s reports. Operator Sharp reported (via email) that there has not been any issues with the PTMA water and sewer systems this month with the exception of the Salem Road Pump Station repair, which was reported by Inspector Pete DeWire.

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

***Certificate of Deposit:***

The board members reviewed the certificate of deposit rates from several local banks. After a brief discussion, Vice-Chairman Neal Smith motioned that upon maturity of NNB Certificate of Deposit #0011083378 to purchase a sixty-month (60 mo.) certificate of deposit in the amount of One Million Dollars (\$1,000,000) from Northumberland National Bank at a rate of 2.18% with a yield of 2.20% APY. Assistant Secretary/Treasurer Pete DeWire seconded the motion and unanimously approved.

**PENN TOWNSHIP MUNICIPAL AUTHORITY – June 2, 2016 minutes (cont.)**

***Financial Reports:***

The Authority members reviewed and discussed the financial reports. (See Attachment A and B) Assistant Secretary/Treasurer Pete DeWire motioned to approve the Payments and Timecards 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 2, 2016 PTMA meeting at 8:06 p.m. Secretary Gregory Aungst seconded the motion and unanimously approved.

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