

Penn Township Municipal Authority

Minutes From Regularly Scheduled Meeting

May 4, 2017

A regularly scheduled meeting of the Penn Township Municipal Authority was held on Thursday, May 4, 2017 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, Treasurer James Newman, Secretary Gregory Aungst, and Assistant Secretary/Treasurer Pete DeWire

MEMBERS EXCUSED: *None*

OTHERS PRESENT: Operator Cody Cutler, Solicitor Robert Cravitz, Admin. Secretary Susan Seebold, and Operator Scott Sharp

VISITORS PRESENT: *None*

MINUTES:

The Authority members reviewed the minutes of the April 6, 2017 PTMA meeting. After a brief discussion, Assistant Secretary/Treasurer Pete DeWire motioned to approve the minutes of the April 6, 2017 Penn Township Municipal Authority meeting as presented. Secretary Gregory Aungst seconded the motion and unanimously approved.

PUBLIC COMMENT: *None*

(Operator Scott Sharp and Operator Cody Cutler joined the meeting at 7:03 p.m.)

CORRESPONDENCE:

4th Quarter 2016 Late Fee – Emily Brubaker, First National Bank:

The Authority members reviewed the April 17, 2017 letter from Emily Brubaker of the First National Bank requesting that the late fees be waived for 219 Pleasant Drive. According to the aforementioned letter, the 4th quarter 2016 sewer payment was sent to the wrong address, due to an online banking error. After a brief discussion, Vice-Chairman Neal Smith motioned to waive the 4th quarter 2016 late fee due to the customer's exemplary payment history. Vice-Chairman Smith further motioned to retain the 1st quarter 2017 late fee, since the Authority has not received payment for the 4th quarter 2016 or the 1st quarter 2017 sewer billings. Treasurer James Newman seconded the motion and unanimously approved.

WEIS MARKETS STORE #226 SEWER PRE-TREATMENT FACILITY:

Administrative Secretary Susan Seebold reported that the Weis Markets Store #226 Industrial Wastewater Discharge Permit is currently being processed through the Weis Markets, Inc. legal department. Further discussion was tabled until the June 1, 2017 PTMA meeting.

PTMA WATER & SEWER SYSTEM MAINTENANCE SCHEDULE:

Chairman Thomas Ferry reported that Engineer Joshua Owens is almost completed with the new PTMA Water and Sewer System Maintenance Schedule. Further discussion was tabled until the June 1, 2017 PTMA meeting.

PENN TOWNSHIP MUNICIPAL AUTHORITY – May 4, 2017 minutes (cont.)

STAND PIPE REHABILITATION PROJECT:

Chairman Thomas Ferry reported that the survey for the Stand Pipe Rehabilitation Project is tentatively scheduled for late next week. Chairman Ferry further reported upon completion of the survey, Larson Design Group will start preparing the documents for the DEP permit submission.

PTMA FIRE HYDRANT MAINTENANCE:

Inspector Pete DeWire reported that he recently met with William Bekanich, CFPS Field Representative of ISO Mitigation for Community Hazard Mitigation, who reviewed the PTMA water system. Inspector DeWire further reported that the PTMA fire hydrants need to be cleaned and repainted according to NFPA recommendations. After a brief discussion, Chairman Thomas Ferry, Operator Scott Sharp, and Operator Cody Cutler were asked to do flow testing on various fire hydrants on the PTMA water system. After further discussion, Operator Cody Cutler volunteered to clean, paint and flag each of the PTMA fire hydrants upon the completion of the fire hydrant flow testing.

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:

Sewer Main Cleaning and Telesvisual:

Inspector Pete DeWire reported that the sewer mains in the 18th Street South Metering Area were cleaned and televised earlier this week with very few issues observed in most of the metering area. Inspector DeWire further reported that a few issues were observed in the sewer mains along 18th street where a large amount of stones were discovered and paper towel-like products were found blocking the St. Pius X Catholic Church sewer lateral. It shall be noted the Authority office was directed to send a letter to the St. Pius X Catholic Church concerning the sewer lateral blockage.

Christ United Methodist Church:

Inspector Pete DeWire reported that the sewer lateral and the domestic and fire service water lines have been installed in the new Christ UMC House of Worship.

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:

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

PENN TOWNSHIP MUNICIPAL AUTHORITY – May 4, 2017 minutes (cont.)

ADJOURNMENT:

With no further business to discuss, Vice-Chairman Neal Smith motioned to adjourn the May 4, 2017 PTMA meeting at 7:43 p.m. Secretary Gregory Aungst seconded the motion and unanimously approved.

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