

PENN TOWNSHIP MUNICIPAL AUTHORITY

Minutes From Regularly Scheduled Meeting

October 5, 2017

A regularly scheduled meeting of the Penn Township Municipal Authority was held on Thursday, October 5, 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: Solicitor Robert Cravitz, Engineer Dave Walters, Admin. Secretary Susan Seebold, and Operator Scott Sharp

VISITORS PRESENT: Glenda Ruch of SEDA-COG, Roger Christoff, owner of Salem Manor Enterprises, Inc., and Roy Tuomisto, manager of Salem Manor Enterprises, Inc.

MINUTES:

The Authority members reviewed the minutes of the September 7, 2017 PTMA meeting. After a brief discussion, Treasurer James Newman motioned to approve the minutes of the September 7, 2017 Penn Township Municipal Authority meeting as presented. Secretary Gregory Aungst seconded the motion and unanimously approved.

PUBLIC COMMENT: *None*

SALEM MANOR MOBILE HOME PARK – PROPOSED WATER MAIN EXTENSION:

Mr. Roger Christoff and Mr. Roy Tuomisto, of Salem Manor Enterprises, Inc., Ms. Glenda Ruch of SEDA-COG, and the Authority members discussed the proposed Salem Manor Mobile Home Park Water Main Extension Project at lengths. It shall be noted the service area of the aforementioned proposed project will include all properties serviced by the existing Salem Manor Mobile Home Park (MHP) Water System with the exception of the properties north of Old 522, which will be connected to the privately-owned Salem Manor MHP Well #1. It shall be further noted the primary well for the Salem Manor MHP, Well #2, will be abandoned and capped prior to connection to the PTMA Water System. It shall also be noted that Salem Manor Enterprises, Inc. will become a PTMA bulk water customer. Further discussion was tabled until the November 2, 2017 PTMA meeting.

(Ms. Glenda Ruch, Mr. Roger Christoff, Mr. Roy Tuomisto, and Assistant Secretary/Treasurer Pete DeWire left the meeting at 7:48 p.m.) (Assistant Secretary/Treasurer DeWire rejoined the meeting at 7:53 p.m.)

CORRESPONDENCE:

Proposed 2018 ESCRA Net Budget – Scott Bailey, ESCRA:

The Authority members reviewed and briefly discussed the September 21, 2017 letter from Eastern Snyder County Regional Authority (ESCRA) Manager Scott Bailey concerning ESCRA's 2018 Net Operating Budget.

PENN TOWNSHIP MUNICIPAL AUTHORITY – October 5, 2017 minutes (cont.)

Assistant Secretary/Treasurer Pete DeWire called an executive session at 7:55 p.m. to discuss a personnel matter. The Penn Township Municipal Authority October 5, 2017 meeting was reconvened at 7:57 p.m. with no action taken in the executive session.

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 November 2, 2017 PTMA meeting.

PTMA WATER & SEWER SYSTEM MAINTENANCE SCHEDULE:

Engineer Dave Walters and the Authority members discussed revisions to the PTMA Water & Sewer System Maintenance Schedule. Further discussion was tabled until the November 2, 2017 PTMA meeting.

STAND PIPE REHABILITATION PROJECT:

DEP Permit Review:

Engineer Dave Walters reported that the DEP Public Supply Permit Application for the construction of a new PTMA water tank and the rehabilitation of the existing stand pipe is currently being reviewed by DEP.

Land for the New PTMA Water Tank:

The Authority members reviewed and briefly discussed the October 4, 2017 letter from the Penn Township Board of Supervisors concerning the land needed for the new PTMA water tank. Further discussion was tabled until the November 2, 2017 PTMA meeting.

PTMA WELL HOUSE SEWER LATERAL:

Operator Scott Sharp reported that in order to stay in compliance with DEP regulations, a sewer lateral needs to be installed at the PTMA Well House. After a brief discussion, Vice-Chairman Neal Smith motioned to have Fairchild Brothers, Inc. install a sewer lateral for the PTMA well house in an amount not to exceed \$10,000.00. Secretary Gregory Aungst seconded the motion and unanimously approved.

2018 PTMA Budget Prep:

The Authority members briefly discussed several fees and calculations to be used in creating the 2018 PTMA Water & Sewer Budgets. Further discussion was tabled until the next PTMA meeting.

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 and the Authority members reviewed the PTMA quarterly sewer flow reports. After a brief discussion, Administrative Secretary Susan Seebold was asked to calculate all future estimated flows based upon 175 gallons per day instead of 275 gallons per day.

PENN TOWNSHIP MUNICIPAL AUTHORITY – October 5, 2017 minutes (cont.)

INSPECTOR’S REPORT – Pete DeWire:

Inspector Pete DeWire stated that he had nothing further to report.

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.

ADJOURNMENT:

With no further business to discuss, Treasurer James Newman motioned to adjourn the October 5, 2017 PTMA meeting at 8:43 p.m. Assistant Secretary/Treasurer Pete DeWire seconded the motion and unanimously approved.

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