

PENN TOWNSHIP MUNICIPAL AUTHORITY

Minutes From Regularly Scheduled Meeting

December 7, 2017

A regularly scheduled meeting of the Penn Township Municipal Authority was held on Thursday, December 7, 2017 at 7:00 p.m. in the Penn Township Municipal Authority Office located at 2595 Route 522, Suite 10, Selinsgrove, PA. Neal R. Smith presiding.

MEMBERS PRESENT: Vice-Chairman Neal Smith, Treasurer James Newman, Secretary Gregory Aungst, and Assistant Secretary/Treasurer Pete DeWire

MEMBERS EXCUSED: Chairman Thomas Ferry

OTHERS PRESENT: Solicitor Matthew Cravitz, Engineer Dave Walters, Admin. Secretary Susan Seebold, and Operator Scott Sharp

VISITORS PRESENT: *None*

MINUTES:

The Authority members reviewed the minutes of the November 2, 2017 PTMA meeting. After a brief discussion, Assistant Secretary/Treasurer Pete DeWire motioned to approve the minutes of the November 2, 2017 Penn Township Municipal Authority meeting as presented. Treasurer James Newman seconded the motion and unanimously approved.

PUBLIC COMMENT: *None*

CORRESPONDENCE:

3rd Quarter 2017 W/S Late Fees – Various PTMA Customers:

The Authority members reviewed two notes from Pauline Pope and Amy Frost concerning the 3rd quarter 2017 billing late fees applied to their accounts. After a brief discussion, Assistant Secretary/Treasurer Pete DeWire motioned to waive the 3rd quarter 2017 late fees for Martin L. and Pauline E. Pope's 52 Woodlynn Drive property and Scott F. and Amy E. Frost's 101 Deerfield Court property, since both customers have exemplary payment records. Treasurer James Newman seconded the motion and unanimously approved.

SALEM MANOR MOBILE HOME PARK – PROPOSED WATER MAIN EXTENSION:

The Authority members reviewed the November 3, 2017 email from Glenda Ruch of SEDA-COG concerning the proposed Salem Manor MHP Water Main Extension. After a brief discussion, Administrative Secretary Susan Seebold was directed to notify Glenda Ruch that the Authority would like the following engineering firms to receive the Salem Manor MHP Water Main Extension RFP: Larson Design Group, Herbert, Rowland, and Grubic, Inc., and Nittany Engineering.

WEIS MARKETS STORE #226 SEWER PRE-TREATMENT FACILITY:

Administrative Secretary Susan Seebold reported that the Authority received the signed Weis Markets Store #226 Industrial Wastewater Discharge on November 17, 2017.

PTMA WATER & SEWER SYSTEM MAINTENANCE SCHEDULE:

Engineer Dave Walters reported that Larson Design Group is currently working on the revisions to the PTMA Water & Sewer System Maintenance Schedule. Further discussion was tabled until the January 4, 2018 PTMA meeting.

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STAND PIPE REHABILITATION PROJECT:

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 has been approved by DEP. Engineer Walters further reported the Penn Township Planning Commission has reviewed the sub-division plan for the above-mentioned project and is requesting that the Authority go through the Conditional Use process, since the project is considered a non-conforming use. After a brief discussion, Treasurer James Newman motioned to have Larson Design Group, Inc. submit the Penn Township Conditional Use Application and the Snyder County Subdivision Application along with all associated application fees for the construction of a new PTMA water tank and the rehabilitation of the existing stand pipe. Secretary Gregory Aungst seconded the motion and unanimously approved.

SALEM GLENN PUMP STATION REPAIRS:

Operator Scott Sharp reported that the pumps at the Salem Glenn Pump Station are leaking and the rails are corroding once again. Operator Sharp further reported the control are also out of date and the parts are hard to come by. After a moderate discussion, Treasurer James Newman motioned to authorize Larson Design Group to do the engineering redesign of the Salem Glenn Pump Station. Assistant Secretary/Treasurer Pete DeWire seconded the motion and unanimously approved.

CHAIRMAN'S REPORT – Thomas Ferry: None

VICE-CHAIRMAN'S REPORT – Neal Smith:

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

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. Assistant Secretary/Treasurer Pete DeWire seconded the motion and unanimously approved.

ADJOURNMENT:

With no further business to discuss, Assistant Secretary/Treasurer Pete DeWire motioned to adjourn the December 7, 2017 PTMA meeting at 7:50 p.m. Treasurer James Newman seconded the motion and unanimously approved.

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