

PENN TOWNSHIP MUNICIPAL AUTHORITY

Minutes From Regularly Scheduled Meeting

May 3, 2018

A regularly scheduled meeting of the Penn Township Municipal Authority was held on Thursday, May 3, 2018 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, Treasurer James Newman, and Assistant Secretary/Treasurer Pete DeWire

MEMBERS EXCUSED: *None*

OTHERS PRESENT: Solicitor Robert Cravitz, Engineer Dave Walters, and Admin. Secretary Susan Seebold

VISITORS PRESENT: Glenda Ruch of SEDA-COG

MINUTES:

The Authority members reviewed the minutes of the April 5, 2018 PTMA meeting. After a brief discussion, Assistant Secretary/Treasurer Pete DeWire motioned to approve the minutes of the April 5, 2018 Penn Township Municipal Authority meeting as presented. Treasurer James Newman seconded the motion and unanimously approved.

PUBLIC COMMENT: *None*

CORRESPONDENCE:

2018 Community Development Block Grant Program:

The Authority members reviewed the May 7, 2018 letter from the Snyder County Commissioners concerning the 2018 Community Development Block Grant (CDBG) Program. After a brief discussion, it was decided that the Authority currently has no projects that qualify for the 2018 CDBG funding.

SALEM MANOR MOBILE HOME PARK – PROPOSED WATER MAIN EXTENSION:

Water System Replacement Agreement:

The Authority members reviewed the drafted Salem Manor Mobile Home Park Water System Replacement Agreement revisions. After a brief discussion, Solicitor Robert Cravitz was directed to make the discussed changes to the agreement and send a copy of the revised agreement to Salem Manor Enterprises, Inc. for their review. It shall be noted that Salem Manor Enterprise, Inc. will be responsible to pay a water tapping fee prior to connecting to the PTMA water system.

(Engineer Dave Walters left the meeting at 7:26 p.m.)

Engineering/Architectural Service Proposals:

The Authority members reviewed the April 26, 2018 memo from Glenda Ruch of SEDA-COG concerning her evaluation of the engineering proposals for the proposed Salem Manor Mobile Home Park Water Main Extension Project. After a brief discussion, Assistant

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Secretary/Treasurer Pete DeWire motioned based upon the evaluation conducted by Glenda Ruch of SEDA-Cog to award the Salem Manor Mobile Home Park Water Main Extension Engineering Design Contract to Larson Design Group, Inc. contingent upon (1) the 2017 Community Development Block Grant funds being allocated to the aforementioned project and (2) the Water System Replacement Agreement being approved and signed by both PTMA and Salem Manor Enterprises, Inc. Treasurer James Newman seconded the motion and unanimously approved.

(Engineer Dave Walters re-joined the meeting at 7:36 p.m.)

(Ms. Glenda Ruch left the meeting at 7:40 p.m.)

STAND PIPE REHABILITATION PROJECT:

Engineer Dave Walters reported that the Stand Pipe Rehabilitation Project pre-construction meeting was held on April 11, 2018. Engineer Walters further reported that Mid Atlantic Storage Systems, Inc offered a deduction in the price to eliminate the job trailer and temporary fencing. After a brief discussion, Assistant Secretary/Treasurer Pete DeWire motioned to approve the Stand Pipe Rehabilitation Project Change Order No. 1 as presented. Vice-Chairman Neal Smith seconded the motion and unanimously approved.

SEWER MAIN CLEANING AND TELEVISUAL:

Engineer Dave Walters reported that upon signing the Subconsultant Agreement, Mr. Rehab will be televising the Routes 11 & 15 Sewer Metering area. Further discussion was tabled until the June 7, 2018 PTMA meeting.

SEWER HOLDING TANKS:

The Authority members reviewed the drafted Penn Township Board of Supervisor's ordinance concerning holding tanks in Penn Township. After a brief discussion, Solicitor Robert Cravitz was directed to submit the Authority's changes to the Penn Township Board of Supervisor's solicitor. Further discussion was tabled until the June 7, 2018 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 stated that he had nothing further to report.

INSPECTOR'S REPORT – Pete DeWire:

Inspector Pete DeWire reported that he recently placed several no trespassing signs around the PTMA stand pipe. Inspector DeWire further reported that Fairchild Brothers, Inc. will be repairing two paved areas that settled over PTMA sewer mains in the near future. One is located on Horizon Drive and the other along Route 522 in the driveway that leads to Dr. Daniel Frantz's office.

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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)

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, Assistant Secretary/Treasurer Pete DeWire motioned to adjourn the May 3, 2018 PTMA meeting at 8:04 p.m. Treasurer James Newman seconded the motion and unanimously approved.

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