

# **PENN TOWNSHIP MUNICIPAL AUTHORITY**

## **Minutes From Regularly Scheduled Meeting**

**July 5, 2018**

A regularly scheduled meeting of the Penn Township Municipal Authority was held on Thursday, July 5, 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:** *None*

### **MINUTES:**

The Authority members reviewed the minutes of the June 7, 2018 PTMA meeting. After a brief discussion, Treasurer James Newman motioned to approve the minutes of the June 7, 2018 Penn Township Municipal Authority meeting as presented. Secretary Gregory Aungst seconded the motion and unanimously approved.

**PUBLIC COMMENT:** *None*

### **CORRESPONDENCE:**

#### ***Service Electric Cablevision, Inc. – Kenneth Estep, Mid-Penn Engineering:***

The Authority members reviewed the June 27, 2018 letter from Kenneth Estep of Mid-Penn Engineering concerning the proposed construction of an unmanned data warehouse in the Peachey Industrial Park. After a brief discussion, Vice-Chairman Neal Smith motioned to send a letter to Kenneth Estep of Mid-Penn Engineering stating the Penn Township Municipal Authority has reviewed his June 27, 2018 letter requesting water and sewer capacity for the construction of an unmanned Service Electric Cablevision, Inc. data warehousing facility on lot 9 of the Peachey Industrial Park. It shall further state upon review the Authority finds that public water and sewerage facilities are available based on an estimated 1 Equivalent Dwelling Unit (EDU) per quarter for lot 9 of the Peachey Industrial Park land development located along U.S. Route 522. It shall note the Authority will accept the proposed connections to the public water and sewer systems upon compliance with all of the Authority's rules, regulations, requirements and specifications pertaining to connections. It shall also note that prior to the construction, water and sewer permits must be purchased from the Authority office. Treasurer James Newman seconded the motion and unanimously approved.

**PENN TOWNSHIP MUNICIPAL AUTHORITY – July 5, 2018 minutes (cont.)**

***Luzern County Flood Mitigation Grant Program – Scott Bailey, ESCRA:***

The Authority members reviewed the July 5, 2018 email from Scott Bailey of Eastern Snyder County Regional Authority concerning the Luzern County Flood Mitigation Grant Program, which ESCRA recently applied for to off set the costs of their upcoming plant upgrade project. After a brief discussion, Assistant Secretary/Treasurer Pete DeWire motioned to send a letter to the Snyder County Commissioners asking that they consider the Eastern Snyder County Regional Authority (ESCRA) Plant Upgrade Project for the available Luzern County Flood Mitigation Grant funding, which will greatly benefit not only ESCRA, but several thousand Snyder County Residents. Treasurer James Newman seconded the motion and unanimously approved.

***SALEM MANOR MOBILE HOME PARK – PROPOSED WATER MAIN EXTENSION:***

The Authority reviewed the June 26, 2018 email from Glenda Ruch of SEDA-Cog concerning the 2017 CDBG funding for the proposed Salem Manor Mobile Home Park Water Main Extension. Further discussion was tabled until the 2017 CDBG contract is executed by PA Department of Community and Economic Development.

***STAND PIPE REHABILITATION PROJECT:***

Engineer Dave Walters reported on the status of the Stand Pipe Rehabilitation Project. After a brief discussion and upon Engineer Dave Walters' recommendation, Vice-Chairman Neal Smith motioned to approve payment #2 of the Stand Pipe Rehabilitation Project in the amount of \$50,778.00 as presented in the Contractor's Application for Payment No. 10540-2 dated June 15, 2018. Treasurer James Newman seconded the motion and unanimously approved.

***SEWER MAIN CLEANING AND TELEVISUAL:***

Engineer Dave Walters reported that he reviewed the Route 11 and 15 Metering Area sewer main televisual data and found that overall the pipes are in good condition. Engineer Walters further reported only one section of pipe had a slightly heavier flow. After a brief discussion, Engineer Dave Walters was asked to get prices for Flow Meters that can be used to evaluate sewer flows throughout the Authority's Sewer System.

***SEWER HOLDING TANKS:***

Solicitor Robert Cravitz reported that he plans to meet with the Penn Township Board of Supervisors' solicitor and Administrative Secretary Susan Seebold to go over the proposed Penn Township Holding Tank Ordinance. Further discussion was tabled until the Penn Township Board of Supervisors adopt the new Holding Tank Ordinance; at which time, the Authority plans to adopt the new PTMA Holding Tank Rules, Regulations and Specifications.

***2017 PTMA AUDIT:***

The Authority Members reviewed the Penn Township Municipal Authority audited financial statements for the year ended December 31, 2017. After a brief discussion, Secretary Gregory Aungst motioned to approve the Penn Township Municipal Authority Audited Financial Statements for the Year ended December 31, 2017 as presented by Wagner, Dreese, Elsasser & Assoc. Secretary Aungst further motioned to publish the Penn Township Municipal Authority Concise Financial Statements dated December 31, 2017 in the *Snyder County Times*. Treasurer James Newman seconded the motion and unanimously approved.

**PENN TOWNSHIP MUNICIPAL AUTHORITY – July 5, 2018 minutes (cont.)**

***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:***

***Water Meters & Check Valves:***

Inspector Pete DeWire stated he is researching a new set up for water meters and check valves, which could be useful for the Authority’s water system. Further discussion was tabbed until he obtains additional information.

***OPERATOR’S REPORT – Scott 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) Assistant Secretary/Treasurer Pete DeWire motioned to approve the Payments and Timecards as presented. Secretary Gregory Aungst seconded the motion and unanimously approved.

***ADJOURNMENT:***

With no further business to discuss, Assistant Secretary/Treasurer Pete DeWire motioned to adjourn the July 5, 2018 PTMA meeting at 8:03 p.m. Treasurer James Newman seconded the motion and unanimously approved.

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