

# PENN TOWNSHIP MUNICIPAL AUTHORITY

## Minutes from Regularly Scheduled Meeting

November 4, 2021

A regularly scheduled meeting of the Penn Township Municipal Authority was held on Thursday, November 4, 2021 at 7:00 p.m. in the Penn Township Municipal Authority Office located at 2595 Route 522, Selinsgrove, PA. Thomas Ferry presiding.

**MEMBERS PRESENT:** Chairman Thomas Ferry, Vice-Chairman Pete DeWire, Treasurer Michael Kuhns, Secretary Gregory Aungst, and Assistant Secretary/Treasurer Isaac Ramer

**MEMBERS EXCUSED:** None

**OTHERS PRESENT:** Operator Cody Cutler, Solicitor Robert Cravitz, Engineer Joseph Pfirman, and Admin. Secretary Susan Seebold

**VISITORS PRESENT:** Michael Stebila, Angie Stebila, Ben Stebila, Troy Dressler, and Stacy Dressler

### **MINUTES:**

The Authority members reviewed the minutes of the October 7, 2021 PTMA meeting. After a brief discussion, Assistant Secretary/Treasurer Isaac Ramer motioned to approve the minutes of the October 7, 2021 Penn Township Municipal Authority meeting as presented. Secretary Gregory Aungst seconded the motion and unanimously approved.

**PUBLIC COMMENT:** None

### **CORRESPONDENCE:**

#### **2020 Credit / Deficit Computations – Gregory Pysher, ESCRA:**

The Authority Members reviewed and briefly discussed the October 26, 2021 letter from Gregory Pysher of the Eastern Snyder County Regional Authority (ESCRA) concerning the 2020 Credit/Debit Computations, which were calculated on the basis of flow. It shall be noted PTMA has a \$39,187.41 deficit, which will be included on their 1<sup>st</sup> quarter 2022 regional authority billing.

### **SALEM GLENN:**

#### **New Pump Installation Issues:**

Inspector Pete DeWire reported that power issues occurred after the new pumps were installed at the Salem Glenn Pump Station causing sewage to backed up into the basements of 15 Farm House Lane and 16 Farm House Lane. Mr. and Mrs. Michael Stebila of 16 Farm House Lane and Mr. and Mrs. Troy Dressler of 15 Farm House Lane came before the board to discuss the cleanup of their basements due to the above-mentioned sewage backup. After a brief discussion, the Authority assured both couples that PTMA is working diligently to avoid future reoccurrences of this issue by installing two new 15-hp Liberty sewer pumps and a new generator at the Salem Glenn Pump Station.

**PENN TOWNSHIP MUNICIPAL AUTHORITY – November 4, 2021 minutes (cont.)**

*(Treasurer Michael Kuhns joined the meeting at 7:09 p.m.)*

*(Mr. & Mrs. Troy Dressler and Mr. & Mrs. Michael Stebila and son left the meeting at 7:20 p.m.)*

***Vice-Chairman Pete DeWire called an executive session at 7:23 p.m. to discuss personnel matters. The Penn Township Municipal Authority November 4, 2021 meeting was reconvened at 7:41 p.m. with no action taken in the executive session.***

***Pump Station Generator Project:***

Inspector Pete DeWire reported that the cement pad for the Salem Glenn generator has been installed earlier this week with the generator being scheduled to be installed on November 11, 2021. Due to supply chain shortages and shipping delays, Engineer Joseph Pfirman requested that PTMA approve Change Order No. 1 to the Salem Glenn Pump Station Generator Project. After a brief discussion, Chairman Thomas Ferry motioned to approve Salem Glenn Pump Station Generator Project Change Order Number 1 in the amount of zero dollars (\$0) dated October 14, 2021 as presented. Treasurer Michael Kuhns seconded the motion and unanimously approved. It shall be noted the aforementioned change order changes the Substantial Completion and Final Payment Dates from July 27, 2021 and August 26, 2021 to November 30, 2021 and December 31, 2021, respectively.

***I&I Inspections / CCTV Proposals:***

The Authority members reviewed several proposals to televise and clean the sewer mains located in the Salem Glenn Development. After a brief discussion, Assistant Secretary/Treasurer Isaac Ramer motioned to have Utility Services Group, Inc. (USG) clean and televise the Salem Glenn Development sewer mains as presented in USG quote No. 21364 dated October 14, 2021. Vice-Chairman Pete DeWire seconded the motion and unanimously approved.

***BRIGHT FARMS / PENN GREENHOUSE EFFLUENT DISCHARGE:***

The Authority members reviewed the Bright Farms / PENN Greenhouse effluent discharge test results and flows. After a brief discussion concerning the large volume of effluent flow being discharged from the Bright Farms / PENN Greenhouse and the capability of the current pumps at the Pawling Station Business Park Pump Station to process said flows, Chairman Thomas Ferry motioned to have Larson Design Group, Inc. prepare a change order to the Salem Glenn Generator Project to include emergency electrical work necessary for the installation of the two new 15-hp Liberty sewer pumps at the Pawling Station Business Park Pump Station to be ratified at the December 2, 2021 PTMA meeting. Vice-Chairman Pete DeWire seconded the motion and unanimously approved. After further discussion, Engineer Joseph Pfirman was directed to draft a letter to be printed on PTMA letterhead and sent to Bright Farms / PENN Greenhouse explaining the need to replace the aforementioned pumps due, in part, to the large volume of Bright Farms / PENN Greenhouse's effluent discharge flow and request they contribute to the costs associated to the purchase and installation of said pumps.

***ALTERNATE PTMA WELL SITES:***

Vice-Chairman Pete DeWire reported that he is in the process of compiling deed information for alternate PTMA well sites. Further discussion was tabled until the December 2, 2021 PTMA meeting.

**PENN TOWNSHIP MUNICIPAL AUTHORITY – November 4, 2021 minutes (cont.)**

**2022 PTMA BUDGET:**

The Authority members reviewed the proposed 2022 PTMA Water and Sewer Budgets. After a brief discussion, Treasurer Michael Kuhns motioned to approve the 2022 Penn Township Municipal Authority Water and Sewer Budgets as amended. Assistant Secretary/Treasurer Isaac Ramer seconded the motion and unanimously approved.

**GIS MAPPING UPGRADE/LDG HOSTING SERVICES DESIGN CHANGE ORDER #001:**

Administrative Secretary Susan Seebold reported that ArcGIS Collector is being phased out in December 2021, which is needed for GIS field work. After a brief discussion, Vice-Chairman Pete DeWire motioned to approved PTMA Hosting Services Design Change Order #001 dated October 29, 2021 in the amount of \$2,200 as presented by Larson Design Group, Inc. Secretary Gregory Aungst seconded the motion and unanimously approved.

**CHAIRMAN'S REPORT – Thomas Ferry:**

Chairman Thomas Ferry stated that he had nothing further to report.

**VICE-CHAIRMAN'S REPORT – Pete DeWire:**

Vice-Chairman Pete DeWire stated that he had nothing further to report.

**INSPECTOR'S REPORT – Pete DeWire:**

Inspector Pete DeWire reported that he recently built a pump stand, which will be used to store the spare 15-hp Liberty sewer pump. Inspector DeWire further reported he had Administrative Secretary Susan Seebold create an exercise schedule form to be completed by the operator on duty when the aforementioned spare pump is exercised on the 15<sup>th</sup> and last day of each month.

**OPERATOR'S REPORT – Cody Cutler:**

**Monthly Operating Reports:**

The Authority members reviewed and discussed the Monthly Operating Reports submitted by PTMA Operator Cody N. Cutler. (See Attachment A)

**TREASURER'S REPORT – Michael Kuhns:**

**Financial Reports / Authorization of Bill Payments:**

The Authority members reviewed and discussed the financial reports. (See Attachment B and C) Vice-Chairman 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, Vice-Chairman Pete DeWire motioned to adjourn the November 4, 2021 PTMA meeting at 8:41 p.m. Treasurer Michael Kuhns seconded the motion and unanimously approved.

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