

# PENN TOWNSHIP MUNICIPAL AUTHORITY

## Minutes from Regularly Scheduled Meeting June 6, 2024

A regularly scheduled meeting of the Penn Township Municipal Authority was held on Thursday, June 6, 2024 at 7:00 p.m. in the Penn Township Municipal Authority Office located at 2595 Route 522, Selinsgrove, PA. Chairman 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:** Solicitor Robert Cravitz, PTMA Operator Cody Cutler, and Admin. Secretary Susan Seebold

**VISITORS PRESENT:** *None*

*Chairman Thomas Ferry called the June 6, 2024 meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.*

### **MINUTES:**

The Authority members reviewed the minutes of the May 2, 2024 PTMA meeting. After a brief discussion, Chairman Thomas Ferry motioned to approve the minutes of the May 2, 2024 Penn Township Municipal Authority meeting as presented. Treasurer Michael Kuhns seconded the motion and unanimously approved.

**PUBLIC COMMENT:** *None*

### **CORRESPONDENCE:**

#### ***1<sup>st</sup> Quarter 2024 Water and Sewer Late Fees – Various Customers:***

The Authority members reviewed correspondence from Kay Morton and Joseph Dubaskas, Sr. concerning the late fees applied to their water and/or sewer accounts. After a brief discussion, Chairman Thomas Ferry motioned to waive the 1<sup>st</sup> quarter 2024 late fees for (1) Ms. Kay F. Morton's 30 Grayson View Court property and (2) Mr. Joseph D. Dubaskas, Sr.'s 3 Meadowview Drive property due to their exemplary payment histories. Assistant Secretary/Treasurer Isaac Ramer seconded the motion and unanimously approved.

### **ALTERNATE WELL #2 PROJECT:**

Vice-Chairman Pete DeWire reported that the Authority recently received approval from the PA Department of Agriculture to drill test wells on the proposed Alternate Well #2 site located near Gaugler Lane. Vice-Chairman DeWire further reported that he plans to meet with the Penn Township Roadmaster to discuss the proposed site access road, which needs to be constructed for the testing. Further discussion was tabled until the next PTMA meeting.

***WATER BOOSTER PUMP STATION REPAIR:***

Chairman Thomas Ferry reported that he met with the electrician at the Water Booster Pump Station, who determined that the water meter control box is not working correctly. Operator Cody Cutler reported that upon having the vault pumped out, PCS plans to test the SCADA at the tanks to determine if the water level readings are accurate. Further discussion was tabled until the June 6, 2024 PTMA meeting.

***WELL #1 REPLACEMENT PUMP:***

Chairman Thomas Ferry reported that the Well #1 Replacement pumps are scheduled to be delivered to Modern Pump on September 9, 2024. Further discussion was tabled until the next PTMA meeting.

***DEP WATER SERVICE LINE INVENTORY:***

Inspector Pete DeWire reported that he has completed the curb box inspections in the Breezewood Development with only one outstanding internal inspection remaining. Inspector DeWire further reported that it was slow going due to broken curb boxes along with debris found in many of the clean outs, which he cleaned and repaired at the time of inspection. After a brief discussion and since the homeowners of 7 Mulberry Court have not responded to numerous verbal and written requests for photos of their water lateral coming into the home, Assistant Secretary/Treasurer Isaac Ramer volunteered to dig down approximately 4 feet to the water lateral to determine the size and material used to construct the lateral. It shall be noted that since the west side of the Breezewood Development and two of the homes in the Burgess Development are connected to privately-owned water mains, Inspector DeWire only needed to inspect the connection points where the privately-owned water mains connect to the PTMA water mains.

***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:***

***Fike Brothers Carpet One Floor and Home:***

Inspector Pete DeWire reported that the plans for Fike Brothers Carpet One Floor and Home Land Development Plan showed five feet of cover with 2-1/2 feet of fill over the PTMA water main, which will be located in their proposed parking area along Route 522. Inspector DeWire further reported that the contractor of the above-mentioned land development actually placed 5 feet of fill over the PTMA water main. After a brief discussion, Solicitor Robert Cravitz was directed to send a letter to Fike Brothers Carpet One Floor and Home stating that PTMA will not be responsible for repairs to their parking lot in the event the water main has to be accessed by the Authority, since the land development was not constructed according to the approved plans.

***OPERATOR'S REPORT – Cody Cutler:***

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

**PENN TOWNSHIP MUNICIPAL AUTHORITY – June 6, 2024 minutes (cont.)**

***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) After a brief discussion, Vice-Chairman Pete DeWire motioned to approve the Treasurer’s Report, Payments, and Timecards as presented. Treasurer Michael Kuhns seconded the motion and unanimously approved.

***ADJOURNMENT:***

With no further business to discuss, Vice-Chairman Pete DeWire motioned to adjourn the June 6, 2024 PTMA meeting at 7:30 p.m. Treasurer Michael Kuhns seconded the motion and unanimously approved.

***Respectfully Submitted,***

***Susan L. Seebold, Administrative Secretary***

***Penn Township Municipal Authority***