

**PENN TOWNSHIP MUNICIPAL AUTHORITY**  
**PERRY COUNTY**  
102 Municipal Building Road  
Duncannon, PA 17020

August 1, 2007

The Penn Township Municipal Authority (Authority) met on Wednesday, August 1, 2007 in the Penn Township Municipal Building. Chairman Henry Holman, III, called the meeting to order at 7:00 p.m. He then led the group in the recitation of the *Pledge of Allegiance* and a moment of silence and announced that the meeting was being recorded to aid in the preparation of the minutes.

Authority members present:

Henry Holman, III, Chairman

Lee Wright, Vice-Chairman

Elmer Knaub, Secretary

Irene Graybill, Executive Secretary, Assistant Secretary, and Assistant Treasurer

Henry Holman, Jr.

Professional staff present:

Dennis Shatto, Cleckner & Fearen, Solicitor

Authority staff present:

Sam Auxt, Inspector

Edward Chism, Plant Operator

Susan Long, Billing Clerk, Treasurer, and Recording Secretary

Visitors present:

Donald Carpenter

**Presentation of Plaque** – Chairman Holman presented a plaque to Sam Auxt in recognition of his devoted service as a member of the Authority from 1999 to 2005. Mr. Auxt thanked the Authority and stated that he appreciated the recognition very much.

**Minutes**

After discussion, and upon a Wright/Knaub motion, the Authority voted unanimously to approve the June 6 and July 5, 2007 minutes as presented.

**Plant Operator's Report**

DMRs (See written Discharge Monitoring Reports dated June 2007). The DMRs were reviewed with the note that the fecal coliform average for the Cove wastewater treatment plant (WWTP) was 309 geometric mean, with an allowable limit of 200 geometric mean. The fecal coliform average for the Kinkora WWTP was 392 geometric mean, with an allowable limit of 200 geometric mean. Operator Ed Chism informed the Authority that he had no explanation for the high readings. He stated that he was going to increase the chlorine input at both WWTPs and then, where necessary, remove the excess chlorine from the final effluent. The Operator extended an invitation for Authority members to contact him at any time with questions about this issue or the DMRs.

Kinkora WWTP – The Operator pointed out the fluctuations in daily flow at the Kinkora WWTP, from a low of 3,000 gpd to a high of 9,100 gpd. He stated that he would contact staff at Kinkora for an explanation of the fluctuations.

The expansion project of the Kinkora Home was discussed. Inspector Sam Auxt reported that a mandril test had not yet been conducted. He added that he would contact the Township secretary or the Township's UCC Inspector for a copy of the results of the pressure testing done on the sewer lines.

The Operator reported that the EQ pump has been repaired by Edwin Heim.

Cove WWTP – The Operator reported that the average influent BOD level for the Cove WWTP was 253 mg/l for June, above the design threshold of 240 mg/l. He offered his opinion that the increase was not enough to resume BOD samplings. He added that the new EQ pump has been delivered. He thanked Supervisor Holman and the Township highway employees for installation of the concrete pad to facilitate chemical deliveries.

The Operator explained that the odor at the Cove WWTP is a result of air above the EQ tanks mixing with the raw sewage in the tanks, and that the blocks purchased to reduce odor did not last as long as advertised. He stated that, after talking to the residents of the adjoining property, the blocks would not be replaced. He said that another large fan has been installed to circulate the air above the EQ tank, as well as skirting being added around the tank to contain the odor. These measures have helped, but have not solved the odor problem. The Operator stated that he will contact PA Rural Water (PRWA) for additional odor-abatement suggestions.

The Operator noted that Cove WWTP designer Bill Hill does not recommend tenting the EQ tank due to concerns about corrosion and a possible lethal build-up of fumes. Mr. Hill has recommended chlorinating the influent at 1,000 – 2,000 feet before the plant, which can be done at the Cove pump station, but would require property owners' permission at the two low-pressure lines. It was the consensus that the Operator try this remedy at the pump station.

Lee stated that he had read about a netting that could be installed to contain the odor, and was asked to provide more information.

DEP Letter dated July 3, 2007 – Discussion was held on a letter from DEP regarding its June 19, 2007 inspection of the Cove WWTP and the violations found. The Operator then referred the Authority to the DEP Analytical Report of the Cove WWTP effluent, which shows that the effluent met all requirements except for fecal coliforms. He then presented his written response to DEP, which included the following corrections for the violations – vegetation was removed from within the fenced area, aeration has been increased to help reduce odor, re-calibration of the flow meter has been scheduled, and reports for the past three years will now be left on the counter.

Discussion was held on the inspection process. The Operator explained that DEP has access to keys to both Cove and Kinkora WWTP, so that inspections can be held at any time with no need to schedule an appointment with him. Elmer offered his opinion that DEP inspectors should contact the Operator for an appointment, so that he can be there during the inspection. After discussion, it was the consensus that future inspections must be arranged ahead of time with the Operator.

Duncannon Collection System – The Operator reported that Chairman Holman and the Inspector had repaired one of the pumps at the Little Boston pump station.

Sunshine Hill Water System – The Operator reported that a leak at the transition point between the Authority's water supply line and the Deimler Trailer Park line has been repaired. He added that 7,000 gpd more than usual is still being pumped and stated that he would ask Mr. Deimler to check for further leaks on his property. After that, the Operator will contact Duncannon Borough employees about borrowing their leak correlator. If that still does not isolate the leak, PRWA will provide assistance on August 8, 2007.

**Inspector's Report** See Inspector's Report for July 2007

Sharar Property, 1422A State Road – The Inspector reported that the brick house on the Sharar property along State Road is located 181' from the duplex grinder pump, outside the 150' distance mandated by the Township connection ordinance. However, the house is located 27' from the low-pressure sewer main along State Road. It was noted that the location of the grinder pump closer to the new house was at the direction of Mr. Sharar. The Inspector offered his opinion that the owner would have the option to either install a lateral from the brick house to the grinder pump, or to install a new grinder pump near the brick house and tie-in to the low-pressure line. The Inspector reminded the Authority that the connection fees for both 1422A and 1422B State Road had been waived by the Authority in 2004.

Sinkhole at Inn and Little Boston Roads – The Inspector reported that the Township highway department had repaired a sinkhole at the intersection of Inn and Little Boston Roads. He stated that, when he opened a manhole in close proximity to the sinkhole, he found no evidence of dirt or stones inside, but has no idea if the sewer line was damaged. He added that a depression has now formed above the sinkhole. The Inspector noted that he and the Operator would be attending a demonstration of sewer televising equipment hosted by Duncannon Borough on August 13<sup>th</sup> and would ask if the demonstration could take place at the manhole, to determine if the sinkhole caused any damage to the sewer line.

Cove Centre – The Inspector reported that Jet Vac had repaired the wet well at Cove Centre on July 31<sup>st</sup>. The Solicitor noted that that was the last item to be completed before the Deed of Dedication is recorded, which he will now do. The Inspector stated that he would monitor the repair. It was noted that acceptance of the facilities does not include the two grease traps, which will remain the property of owner Randy Rohrer.

The Inspector pointed out that, after the Cove Centre facilities have been dedicated to the Authority, a notice to connect can be sent to the owner of the adjacent Linsench property. He stated that the engineering design for the collection facilities at Cove Centre did not call for a stub to be run to the Linsench property, whereas in almost every other property the lateral was installed the entire length of the property. When the Deed of Dedication has been recorded, the Authority will have a right-of-way across the length of the Cove Centre property. He then reminded the Authority that, according to the Rules & Regulations, it is the responsibility of the home owner to get to the nearest connection point inside the mandated 150' connection distance. He offered to measure the distance from the manhole to the edge of the Linsench property, to see if it met the connection requirement.

Susquenita School District – The Inspector reported that he and the Operator had met informally with Dr. Sheats, Susquenita Superintendent, concerning a developer's refund. He informed the Authority that the District has requested that Lee attend the next meeting. He stated that the Authority needs to appoint an additional member to attend that meeting and asked for suitable meeting dates to take back to Dr. Sheats. After discussion, it was the consensus that Lee and Elmer will represent the Authority and will provide dates to the Inspector.

The Solicitor noted that he had previously provided a written opinion that \$30,000 is the maximum amount that the Authority owes to the District, because that is the amount it cost the District to increase the size of its collection system to accommodate the Authority's request. He offered his opinion that the District can not be reimbursed for more than it spent, and there was no legal authority to agree to pay more than that.

The Inspector will provide his file of information for the representatives and Chairman Holman to review before the meeting.

Master Meter Report – The Master meter report was reviewed. Chairman Holman asked the Operator for his opinion on the wastewater flow meters installed at Clark and Ann Streets and in Lower Duncannon. He then asked the Operator to contact Tri-Star to find out what types of flow meters are currently on the market. Chairman Holman asked the Operator what the maintenance program was for the flow meters in use by the Authority and asked for any technical specifications the Operator can provide to him.

### **Penn Township Supervisor (PTS) Report**

Henry reported that the deadline for submission of articles for the fall Township newsletter is August 12<sup>th</sup>. Suggested topics included the importance of obtaining a Community Development Block Grant for fire protection on Sunshine Hill, an update on the sewer construction project, and ways to prolong the life of on-lot septic systems. Lee was requested to draft the article, with Henry drafting the portion about on-lot septic systems.

### **Solicitor's Report** See written report dated July 27, 2007

Additional Right-of-Way (ROW) for Petersburg Commons – The Solicitor reported that a counter-offer in the amount of \$875 was received from Allen Hench for ROW acquisition at Petersburg Commons. After discussion, there was a Wright/Knaub motion to purchase the additional ROW needed for the Petersburg Commons meter vault at a cost of \$875. Motion passed by unanimous vote of the Authority.

Water Street Arbitration – The Solicitor noted that Linus Fenicle has prepared an amendment to the Intermunicipal Agreement that includes a proposed \$60,000 settlement and imposes 32.43% as the percentage to be used for future operation and maintenance cost sharing. It was the consensus to table action on the amendment and to continue discussions with the Borough. The Solicitor noted that the arbitration has been postponed for six months.

Phase One Non-Connected Properties – The Solicitor was provided the names of the four remaining property owners involved in phase one of the sewer project who have still not connected. It was noted that one of the property owners had filed for bankruptcy. The Solicitor will research the procedure to enforce the connection ordinance with that owner. He stated that the Authority had two options for enforcement of the connection ordinance – turn the property owners over to the District Judge, who can fine them for violation of the Township connection ordinance, or hire a contractor to make the physical connection to the properties and then file a lien against the property to recover the cost. After discussion, there was a Holman Jr./Knaub motion to authorize the Solicitor to file proceedings with the District Judge for violation of the connection ordinance. Motion passed by unanimous vote of the Authority. The Solicitor was requested to postpone any action for ten days to allow Chairman Holman to speak to the property owners.

Tubby's Grease Trap Agreement – Irene reported that Joe Roberts, the owner of Tubby's, was informed that, if he did not provide a copy of a signed grease trap agreement, she would turn the matter over to the Solicitor. She stated that she has still not received it. After discussion, it was the consensus for the Solicitor to notify Mr. Roberts that, if a signed grease trap agreement is not received within fifteen days, he will be required to install an in-ground grease trap.

Ron Walker Property, Summit Street – Irene reported that Mr. Walker has moved to California and has not responded to any notices concerning his delinquent sewer account, with the latest notice being returned as undeliverable. She stated that Duncannon Borough water meter records indicate that 7,500 gallons was used in February and March. She also reported that Mr. Walker had been previously turned in to the District Judge for collection. Further discussion was tabled until the September meeting to allow members time to review the information just provided by the Solicitor concerning termination of water services for customers who are delinquent with their sewer charges.

### **Billing Clerk's Report**

Delinquent Accounts – Susan presented a list of accounts delinquent as of July 31, 2007, along with notations on who is making payments on their account. For customers who had previously been issued a judgement by the District Judge and still have not made payment, Irene was requested to take those judgements back to the District Judge for his signature, after which she will take them to the Country Prothonotary for recording liens against the properties. For the remaining customers, Irene will notify them that they have fifteen days to make their accounts current or they will be turned into the District Judge for collection.

### **Treasurer's Report**

Invoices and Expenditures – After discussion, there was a Wright/Knaub motion to approve payment of the July 31, 2007 invoices totaling \$39,178.44. Motion passed by unanimous vote of the Authority.

Financial Report – The financial report covering the period July 1 through July 31, 2007 was reviewed.

2006 Financial Audit – Authority Auditor Kim Zeiders had reviewed the 2006 audit with the Authority at 6:30 p.m. this evening. At this time there was a Wright/Knaub motion to approve the 2006 financial audit. Motion passed by unanimous vote of the Authority.

Reservation of Capacity Agreements – Susan presented a list of property owners who had signed agreements that they would connect to the sanitary sewer or pay a \$300.00 annual reservation of capacity charge beginning one year after sewer service is available. After discussion, it was the consensus that Irene would bill the following people the annual \$300 reservation of capacity charge – Sam Smith (for 1408 State Road), Sandra Novinger, John Edkins,

William Berrier, and Bernard Radocha. No decision was made about any of the four properties on Hill Top Road owned by Jim Scholl where grinder pumps were not installed. Irene was requested to research the amount of tapping fees paid by Jim Scholl and what properties they were for.

Franklin Reidlinger Properties, State Road – A copy of the portion of the minutes of the Supervisors' July 25<sup>th</sup> meeting concerning Franklin Reidlinger was reviewed. The Supervisors had requested that Mr. Reidlinger attend their meeting to provide an update of the status of sewer connection for two of his properties on State Road. The Supervisors requested that the minutes be provided to the Authority so it would know that Mr. Reidlinger is cooperating with the Supervisors over the connection process.

### **Motion to Extend Meeting**

At 10:00 p.m., there was a Wright/Holman Jr. motion to extend the meeting until the conclusion of business. Motion passed by unanimous vote of the Authority.

### **Incoming Correspondence**

A list of all correspondence can be found on the August 1, 2007 agenda. Lee commented on the notes from those ratepayers who are unhappy that their neighbors have still not connected. It was the consensus that Irene should respond to the ratepayers issuing the comments, informing them what legal action is being taken to enforce the connection ordinance.

### **Old Business**

Proposals for Engineering Services – Discussion was held on engineering services, to include monthly meetings, flow analysis studies, the annual Chapter 94 report, and as-needed services. Elmer again recommended that a firm with experience in small communities be retained. He said that he would contact the Operator for input concerning the engineers he deals with. Henry offered that he feels that there are small local firms that could provide excellent service and asked for additional time to make inquiries. It was the consensus to continue discussion on selection of an engineering firm at the September meeting, with the November meeting as the deadline for selection.

Petersburg Commons Fire Hydrant Charge – Chairman Holman asked if the rates to the Authority have changed since the master water meter was installed at Petersburg Commons. He was told that the same bulk purchase rate applies, but it was unknown what the monthly meter charge will now be. Susan will research the monthly bill for bulk water purchase for Petersburg Commons and report back at the September meeting.

Susan reported that, with the installation of the master water meter, the Borough would no longer be billing the Supervisors \$13.13 a month for each of the three hydrants at Petersburg Commons. It was the consensus that the Authority would not continue billing the Supervisors.

Karen Brown Apartments, State Road – As per the Solicitor's recommendation, Irene reported that Ms. Brown paid tapping fees in the amount of \$4,533.12 and \$1,822.72 for her house and apartments next to Big Bee Boats on State Road.

### **New Business**

Howe Property, 126 Railroad Street – Irene reported that she has talked to Mr. Howe, who has a recreational vehicle parked on his property at 126 Railroad Street. It was noted that the house on this property had burned down several years ago and that a grinder pump was installed. Irene stated that she thought the previous owner would not give the Authority a ROW across his property and that the Authority had to take the land. She stated that Mr. Howe is not interested in paying the annual \$300 ROC charge. Chairman Holman remarked that Mr. Howe needs to understand that, if at a later date he wants to build on the lot and the WWTP is maxxed out, he will not be able to build without a reservation of capacity agreement.

Discussion was held on how Mr. Howe is disposing of the sewage from the camper. Lee offered that Mr. Howe should be required to pay both a tapping fee and a ROC charge, but it was noted that there is no house on the property and it is unclear whether there is a water supply to the camper. Chairman Holman offered that Mr. Howe

should be charged a ROC charge and the grinder pump should be removed. Henry will pay a site visit to determine how often Mr. Howe uses the camper and will report back to Irene.

Ron Walker Property, 1 Summit Street – Irene reported that Duncannon Borough had been requested by Mr. Walker to turn off his public water supply, but it was never done. She stated that she is going to turn him in to the District Judge for collection of his delinquent sewer account.

Perdix Fire Company – Susan stated that she had been asked to research the past minutes to determine what fees for the Perdix Fire Company were waived. She reported that a motion had been approved at the March 3, 2004 meeting to waive the tapping and sewer rental fees for the Perdix Fire Company station. Since sewer rental fees will not be charged, it was the consensus that no water meter be installed.

Johnson Property, 1129 State Road – Irene reported that Mike Diller is no longer interested in installing the grinder pump at 1129 State Road. She stated that the potential buyer is a registered plumber but has not yet informed her as to whether or not she would do the installation.

### **Adjournment**

With all business completed, a Holman Jr./Knaub motion for adjournment was made at 10:30 p.m. Motion passed by unanimous vote.

Submitted by Susan E. Long  
Recording Secretary