

**PENN TOWNSHIP MUNICIPAL AUTHORITY  
PERRY COUNTY**

102 Municipal Building Road  
Duncannon, PA 17020

July 11, 2012

The Penn Township Municipal Authority (Authority) met on Wednesday, July 11, 2012 in the Penn Township Municipal Building. Chairman Sam Auxt called the meeting to order at 6:30 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:

Sam Auxt, Chairman

Henry Holman, III, Vice Chairman (Arrived at 7:15)

Scott Smart, Secretary (Left at 8:00 p.m.)

Elmer Knaub, Asst. Secretary/Asst. Treasurer

CeCe Novinger

Professional staff present:

Dennis Shatto, Esq. of Cleckner and Fearen, Solicitor

Ben Shull, of Wm. F. Hill, Engineer

Authority staff present:

Edward Chism, Plant Operator

Susan Long, Treasurer, Recording Secretary

Visitors present:

Forrest Troutman, Yingst Homes

Steve Read

Teri Aunspach, Susquenita Band Boosters

**Minutes**

Upon a Novinger/Knaub/ motion, the Authority voted to approve the June 6, 2012 minutes as presented.

**Visitors**

Forrest Troutman, Yingst Homes

Mr. Troutman was present to inform the Authority that the developer for the proposed Stone Mill Estates is not going to proceed with a public water supply. He stated that Penn Township is requiring private roads in the development. Doing so will reduce the amount of lots by thirty, making a public water supply economically unfeasible.

The status of well #3 is unclear. The developer has spent a lot of money drilling and re-testing the well and is conducting a hydrological study, as required by the permitting process. Mr. Troutman noted that the well has potential value for the Authority and will reserve the lot previously set aside for water treatment facilities. The developer hopes to be able to transfer that lot to the Authority for its future use, but cannot commit until it is known how the land development plan proceeds. The developer is willing to discuss the availability of well #3.

Mr. Troutman stated that the developer has filed a request for a variance of the Zoning Ordinance to allow for temporary disturbance of the land designated as a Steep Slopes Area to allow installation of the sewer lines.

Mr. Troutman stated that, in order to go forward with private wells, the developer needs a letter from the Authority stating that it does not have enough capacity to provide water service to the development. The developer will provide the Authority with a proposed "Scope of Work", which the Authority will review before it makes a decision on whether it has enough water capacity to serve the development. As part of the Land Development process, the developer will then take the Authority's letter to the Penn Township Planning Commission.

Mr. Troutman stated that the developer intends to address the latest comments provided by the Authority's engineer concerning the plan for the water facilities, but does not know if any changes will be made to the plan.

Mr. Troutman will provide an update at the Authority's August 1<sup>st</sup> meeting.

Teri Aunspach, Susquenita Band Boosters

Ms. Aunspach presented an update of the status of the concession stand to be installed near the football field. The workers are currently installing the under-slab plumbing. The floor drains will not empty into the sanitary sewer, but into the wetlands. The next step will be to install the slab foundation.

Chairman Auxt informed Ms. Aunspach that the Authority will need a two-week notice to make the connection to the low pressure sewer line. This will provide time for the Authority to contact L/B Water, the company that is making the connection.

Ms. Aunspach asked if the sewer line location will be marked. She was told that the Band Boosters should make a PA One call, after which the Field Representative will mark the location of the current sewer line. She asked who does the electrical inspection and was told that Glace Engineers, the Township's UCC inspection agency, would do that. She was also told that the only inspection done by the Authority is the line from the grinder pump to the connection point at the low-pressure lien.

## **Engineer Report**

Kinkora WWTP Letter Amendment

The Engineer reported that he has received the letter of approval from DEP representative, Martin Ferry, regarding the Authority's request to increase the size of the blowers and motors for improved aeration, decreased sludge content and overall economic benefits.

Lower Cove Low-Pressure Line

The Engineer had previously reported that the low-pressure line in the area of Norm's Tire and Repair has a higher psi reading than expected, which could mean a blockage of the line or a partly closed valve. A pressure gauge attached to the duplex grinder pump at Dollar General is also gave a high psi reading. The Engineer is baffled in that the model says that the line is not overloaded, but the high pressure readings contradict that finding. He suggested the following two options. First, flush the line to see if there is an obstruction or an elbow that is providing the high psi reading. Second, find another connection point to attach a pressure gauge. Operator Ed Chism thinks that there is a cleanout in the area of the wetlands behind Leonard's Oak World, although it might be hard to find.

Sunshine Hill Water System Leak

The Engineer had been asked to research and provide names of companies that can help find the leak that has plagued the Authority for months. The Authority has used the assistance of PA Rural Water and Duncannon Borough representatives, along with leak detectors and correlators, and can not find the

source of the leak. The Engineer reported that L/B Water demonstrated a new leak detector to Newville Borough, and suggested that it be contacted to see if it could help the Authority.

#### Community Development Block Grant (CDBG) Funding

While the Authority has not had written confirmation, it appears that the Perry County Commissioners have awarded CDBG funding for the installation of fire hydrants. The Authority could talk to the Commissioners to see if the funding could also be used for the infrastructure for the hydrants. Funding is not expected to be available until 2013. The Engineer stated that he had looked at the proposed first-stage construction study and noted that the price of ductile iron has now risen to \$26.00 per foot.

#### Susquenita Band Boosters Concession Stand

Henry arrived late and missed the presentation from the Band Boosters. He was informed that the floor drains will be removed so that no liquids enter into the sanitary sewer. Henry stated that he had never heard of running them into the storm sewers. Henry asked that it be shown in the record that he will not be part of it if an outside agency makes the Band Boosters re-connect a floor drain to the sanitary sewer in the future.

Chairman Auxt noted that we require all floor drains to be sealed. He then pointed out that Section 3.140 of the Authority's *Rates, Rules and Regulations* states, "Floor drains in basements subject to groundwater infiltration or flooding must also be removed, permanently sealed, or otherwise not connected to the building sewer."

Henry noted that the regulations specify floor drains in basements and there is no basement in the concession stand. Chairman Auxt replied that it was still a floor drain.

The Operator noted that the Township is now required to check storm sewers discharges. CeCe explained that DEP has enacted an MS-4 requirement to monitor every discharge entering the Susquehanna River (River). Every storm drain that is cleaned out, whether gravel, weeds or other substances, must now be measured and weighed. The Township must measure every runoff that enters into the River.

The Operator offered that there might be a difference between commercial and residential entities, in that residents usually don't rinse their bathroom or basement floors.

The Engineer stated that his firm does not recommend floor drains discharging into the sanitary sewer, and in fact recommends municipalities perform smoke tests to determine if roof and floor drains are connected to the sanitary sewer. He stated that he is not familiar with the new MS-4 requirement.

The Operator noted that the Township must now monitor detention ponds. If it finds chemicals in the pond, then, in this case, Susquenita would be required to connect the concession stand drain to the sanitary sewer.

CeCe asked for clarification on when floor drains are allowed to be connected to the sanitary sewer. She noted that Sheetz, which doesn't have a basement, has floor drains and hopes they are not discharging into a detention pond to enter the River. She noted that Sheetz is going to start a re-modeling process and will need to know if the floor drains can not discharge into the sanitary sewer.

Henry again reiterated that the regulations specify basement floor drains, subject to infiltration and flooding, not those above-grade.

The Solicitor reviewed Section 3.140 and offered that, at first glance, it appears to address residential dwellings only.

After discussion, and upon a Knaub/Holman motion, The Authority voted unanimously that non-residential floor drains at grade level may be connected to the sanitary sewer system. Since the Authority is closed on Thursdays, Susan called Ms. Aunspach and informed her of the motion that the concession stand floor drain can now be connected to the sanitary sewer.

**Plant Operator Report** There was no written report.

The Discharge Monitoring Reports dated May 2012 were circulated for members' review. Members were asked to contact Operator Ed Chism at any time with questions about the reports or operation of the WWTPs and water system.

**Kinkora Wastewater Treatment Plant (WWTP)**

Ed and Field Representative Sam Auxt will install the v-notch weirs sometime in the future.

**Sunshine Hill Water System**

Ed reported that he has been asked by nearby residents when the ground affected by the 4-Log piping installation will be restored. Chairman Auxt reported that Gary Hilbish, Jr. will start the work by the end of the month. CeCe noted that Mr. Hilbish has sixty days from the date of the letter of acceptance to complete the restoration.

Ed reported that 49,000 gallons per day were used on three separate days last week. If L/B Water cannot help find the leak, the system will be shut down some morning between midnight and 3:00 a.m. During that time the residents will be asked not to use any water while valves are closed to see if the source of the leak can be determined. In addition to notifying the residents, the Authority will notify the Penn Twp. Police and Township officials that the Authority will be working at that time.

Ed asked when the Authority would meet to discuss the letter needed by the developer of Stone Mill Estates. It was the consensus to meet at 6:30 p.m. on Tuesday, August 14<sup>th</sup> to discuss the issue. The Solicitor and Engineer will both attend this meeting. This meeting will be held in place of the regularly scheduled JOAC meeting. The Solicitor will research the Township's Subdivision and Land Development Ordinance and also his notes from 2009 regarding the use of private wells.

**Field Representative Report** See written report for June.

The Field Representative report was reviewed with the following comments.

**Barrick's Early Childhood Center**

On July 9<sup>th</sup> and 10<sup>th</sup>, repairs were made to the grinder pump at Barrick's. They had previously received a letter from the Authority stating that ownership and maintenance of the grinder pumps would be turned over to the business owners. They will be sent an invoice for the cost of the repairs, after all the costs are known.

**Lenker's Excavating**

It was the consensus that the Authority and its staff would refer all future calls concerning repair of non-Authority grinder pumps to Lenker's Excavating in Enola.

**Magee Residence, Susquenita Hills**

Sam reported that the Magees are having trouble with water backing up through the laundry floor drain. He has determined that the problem is not with the grinder pump and suggested they contact their plumber, since the homeowner is responsible from the line from the house to the grinder pump.

**Master Meter Report**

The Master Meter report was circulated among the members with the comment that the Cove pump station meter is not reading properly and that the #1 metering chamber in Lower Duncannon is reading low. Tri-Star will be asked to look at both of the meters and decide if they need calibrated.

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

There was no PTS report.

## **Solicitor Report** There was no written report.

The Solicitor reported that he has been filling liens and dealing with bankruptcy issues. He will write a letter to the new owner of a property sold through a sales agreement and inform him that the tap fee installment plan does not carry over to the new owner and must be paid in full, and that he will now assume ownership, maintenance, replacement of the grinder pumps on the property.

## **Billing Clerk Report**

### **Delinquent Accounts**

The list of accounts delinquent as of June 30, 2012 was reviewed. The Authority will continue to follow its procedure for filings with the District Judge and the Perry County Prothonotary. Water delinquencies total \$5,232.21. Sewer delinquencies total \$59,530.60. The Authority will continue to take a hard line against delinquencies.

## **Treasurer Report**

### **Invoices and Expenditures**

After discussion, there was a Knaub/Novinger motion to approve payment of the June 2012 invoices totaling \$76,398.38. Motion passed by unanimous vote of the Authority.

### **Financial Report**

After review, there was a Novinger/Knaub motion to approve the Financial Report for June 2012, subject to audit. Motion passed by unanimous vote of the Authority. The balance of all accounts was \$680,583.76. However, \$243,924.06 is earmarked for escrows and future projects. An additional \$283,047.89 has been set aside for capital projects – major expenses for equipment failures and replacement of infrastructure. The remaining \$153,611.81 is available for operating expenses.

## **Executive Secretary Report**

There was no written report. Members were asked to contact Karen if they ever have questions about office procedures or the reports.

## **JOAC Report**

Members were reminded that the August JOAC meeting scheduled for the Penn Township Municipal Building has been cancelled. However, the Authority will still meet at 6:30 p.m. to discuss the water facilities at Stone Mill Estates.

## **Correspondence**

Incoming/Outgoing correspondence was circulated among the members. Members were directed to request a copy of the correspondence if they so desired.

## **Old Business**

Old business not discussed earlier in the meeting includes the following.

### **Odor Control Building, Schoolhouse Road**

The building to house the chemical injection equipment for odor mitigation has been installed at the intersection of Schoolhouse and Burley Roads. Tim Beitzel will be doing the electrical wiring for the

building. The Cove Pump Station will need some minor modifications so that a chemical injection system can be installed there also.

#### Work Day

Chairman Auxt had emailed the members a list of possible projects that could be included for a work day. It was the consensus to postpone the work day until cooler weather prevails.

#### Uninstalled Lateral on Railroad Street

The lateral onto the Magaro property on Railroad Street will be installed at the same time the lateral for the Band Boosters concession stand is installed.

#### Disposition of 1325 State Road

Chairman Auxt reported that the draft deed to turn over the property at 1325 State Road to Penn Township had been forwarded to the Township's solicitor for review.

#### Document of Certification

The Authority had earlier passed a resolution that, prior to the sale of property, the line from the house to the grinder pump must be air-pressure tested. The members were presented a draft Document of Certification that includes a checklist of items needed to be completed before a property can be sold. It will also inform owners with grinder pumps on their property that ownership, maintenance, repair, and replacement of the grinder pumps will be the responsibility of the new owners, and no longer the Authority.

Upon a Holman/Auxt motion, the Authority voted unanimously to approve the Document of Certification. The Executive Secretary will research the procedure for bulk mailing, as it will be sent to each of the Authority's customers.

#### Re-piping of Main Street Pump Station

Lenker's Excavating had been awarded the bid to re-pipe the Main Street Pump Station and will be starting the project when cooler weather prevails. Henry will check to see if he has any extra two-inch diameter stainless steel piping he can contribute to the project.

#### **New Business**

New business not discussed earlier in the meeting includes the following.

#### PA Inter-governmental Risk Management Association (PIRMA) Insurance

At the June 6<sup>th</sup> meeting, the members heard a short presentation about using PIRMA as its insurance carrier. Upon an Auxt/Knaub motion, the Authority voted unanimously to approve joining PIRMA, subject to the Solicitor's review and approval of the agreement.

#### *Amendment to Rates, Rules, and Regulations (R&Rs)*

Chairman Auxt presented draft language to be added to the R&Rs as Section 7.10. This language provides for abatement of sewer rental charges for property owners with grinder pumps upon compliance with the following.

1. Obtain a disconnect permit at the current Rate Schedule cost.
2. Purchase Reservation of Capacity for one year (no pro-rating allowed) at the current Rate Schedule cost.
3. Pay a pump removal and re-installation fee at the current Rate Schedule cost.

4. Upon re-installation of the grinder pump, it will become the owner's responsibility for the maintenance, repair, and replacement of the grinder pump.

Upon a Holman/Knaub motion, the Authority voted unanimously to approve the addition of Section 7.10 to the R&Rs.

#### Orris Estate Abatement

Upon a Novinger/Knaub motion, the Authority voted unanimously to allow an abatement of water and sewer charges for the Orris Estate, for the period of one year or until the property is sold, whichever comes first. This is in accordance to Section 7.20 of the R&Rs.

#### **Adjournment**

With all business completed, a Novinger/Knaub motion for adjournment was made at 9:00 p.m. Motion passed by unanimous vote.

Susan E. Long  
Recording Secretary