

**PENN TOWNSHIP MUNICIPAL AUTHORITY  
PERRY COUNTY**

102 Municipal Building Road  
Duncannon, PA 17020

August 1, 2012

The Penn Township Municipal Authority (Authority) met on Wednesday, August 1, 2012 in the Penn Township Municipal Building. Chairman Sam Auxt 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:

Sam Auxt, Chairman

Henry Holman, III, Vice Chairman

CeCe Novinger

Professional staff present:

Dennis Shatto, Esq. of Cleckner and Fearen, Solicitor

Authority staff present:

Susan Long, Treasurer, Recording Secretary

Visitors present:

Forrest Troutman, Yingst Homes

Anna Zimmers, Susquenita Band Boosters

**Minutes**

Upon a Holman/Novinger motion, the Authority voted to approve the July 11, 2012 minutes as presented.

**Visitors**

Forrest Troutman, Yingst Homes

Mr. Troutman stated that he wanted to discuss the procedure to obtain a letter from the Authority that would state the Authority does not have enough capacity to provide water service to the proposed Stone Mill Estate development. However, he was not prepared because he had been busy updating the subdivision plan for the Township's August 6<sup>th</sup> submission deadline. Chairman Auxt told him the Authority would be discussing the capacity issue on August 14<sup>th</sup> at 6:30 p.m.

Mr. Troutman will attend the next monthly Authority meeting to be held on September 5<sup>th</sup> at 6:30 p.m.

Anna Zimmers, Susquenita Band Boosters

Ms. Zimmers presented an update of the status of the concession stand to be installed near the football field. The workers are still installing the under-slab plumbing and working on some non-compliant issues found by the UCC inspector. Chairman Auxt noted that the Authority changed its *Rates, Rules and Regulations* at the last meeting to allow the floor drains to empty into the sanitary sewer.

Ms. Zimmers was asked to put a stake into the ground at the location where the Band Boosters want the grinder pump installed. Once the Authority knows that location, it can schedule the Band Boosters' excavator and L/B Water to make the connection to the low-pressure sewer line. Henry added that it would be ideal if the Band Boosters could arrange to have the grinder pump installed at the same time.

Ms. Zimmers will have the Band Boosters keep in contact with the Authority.

### **Engineer Report**

There was no written or oral report. Engineer Ben Shull was not present at this meeting. He will be attending the August 14<sup>th</sup> meeting.

### **Plant Operator Report**

Operator Ed Chism was not present at this meeting. His report was circulated and reviewed with no comment. He will be attending the August 14<sup>th</sup> meeting

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

### **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. The Authority had previously sent Mr. Barrick a letter stating that ownership and maintenance of non-residential grinder pumps would be turned over to the business owners. However, when the Day Care director informed the Authority that there was a problem with the grinder pump, staff called Lenker's Excavating, in keeping with past practice. The repair was made and Mr. Barrick was sent the bill.

Mr. Barrick has sent an e-mail to the Authority stating that he had received a letter stating that he was in charge of maintenance and questioned who authorized the repair, who made the repair, and why he wasn't informed. He was sent a letter stating that the director of the day care center called the Authority, and it was assumed that she had notified him of the problem and repair.

#### **Sunshine Hill Water Leak**

Field Representative Sam Auxt reported that the Authority has still not found the source of the leak. He had been told to contact Nate Stauffer, who wants the Authority to isolate the leak before he comes. Sam also reported that L/B Water no longer provides demonstrations of its leak detecting equipment. There was a consensus that Sam should contact PPS Fluid Pinpointing Services to see what help they can provide in locating the leak.

#### **12 Jefferson Street**

It had been reported at a previous meeting that the trailer at 12 Jefferson was using a very large amount of water. Sam reported that the trailer park owner has shut off the meter and the excess water usage has stopped.

#### **Water Back-Flow Preventer**

Sam reported that the water back-flow prevention device located in the Petersburg Commons water meter vault was tested and certified to be in correct working order by Susquehanna Sprinklers of Liverpool, PA. A copy of the test certificate was given to the office staff at Duncannon Borough. Paul Liddick, Duncannon employee, was present during the certification testing.

### Eagle's Nest Auto Sales

Sam stated that he had been questioned why Eagle's Nest has a Porta-Potty and is not connected to the sanitary sewer. He reported that he made a site visit and found that there is a well located on the property, but no water is connected to the office building and there is no bathroom inside the building. The well water is used only to wash the vehicles. CeCe noted that the subject had been discussed at the July Supervisors' meeting because the permit for the Porta-Potty at Eagle's Nest (the leasee) is up for renewal. According to minutes from the April 15, 1996 Penn Township Planning Commission meeting, the owner was going to connect through the neighboring Citgo Station when the sanitary sewer was available.

It was noted that Penn Township owns the property, and the Perdix Fire Company is signatory to the property and leases it to Eagle's Nest.

It was also noted that the Township is now under DEP's MS-4 mandate, which regulates runoff into streams and rivers. When cars are washed and the cleaning chemicals enter into the ground, how does that affect the mandate, and what about the other car dealers in the Township?

The Solicitor questioned why a Porta-Potty license was granted annually, as he feels they are to be used only for temporary occasions and special events. His opinion was that the property should be connected if people are using any type of sewage facility. CeCe noted that the Township has an ordinance that any property within 150' of the sanitary sewer must be connected. It was questioned if a property can be force to connect if there is no bathroom. The Solicitor offered his opinion that the Township might not be able to force the owner to install a bathroom, but it should be able to force them to remove the Porta-Potty. He felt that the owner should stop using the Porta-Potty and start using a bathroom. The Solicitor will further research the issue of long-term use of a Porta-Potty.

CeCe was asked to find out if Road Hawg was issued a permit for the Porta-Potty installed under the SR 11/15 overpass.

### Odor Control Building

Henry asked about the status of the odor control building which was recently installed along Schoolhouse Road. Sam relayed that the electrician has been in contact with PPL, which gave approval to run the wire. He suggested that Henry contact Ed for more information.

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

### 6-Inch Risers

The Authority installed three 6-inch risers on grinder pumps – two at the Decker apartments and one at the Donadee apartments near the Fire House. Henry asked how they were working out. Sam replied that he has not driven down during any heavy rain, but has not responded to any emergency alarms. Henry suggested that it would be good if any member could go out and check the risers when it rains.

### Water Vault at Deimler Trailer Park

As soon as Jeff Holman (JHC) recovers from surgery, he will install the water vault and master meter at the Deimler Trailer Park.

### **Master Meter Report**

The Master Meter report was circulated among the members with the comment that the Cove pump station meter readings appear to be good, but Sam still feels uneasy about it. He will ask Tri-Star to look

at it and evaluate it. Henry suggested that the Authority should consider upgrading it this year, rather than waiting until it becomes an issue in the future.

Sam reported that he suggested at the JOAC meeting that the Borough should re-calibrate its meters at Ann Street and Clark/High Street.

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

1325 State Road

CeCe relayed that the PTS would like to know if a deed search was done on the property at 1325 State Road. The Solicitor replied that the Authority purchased the property “free and clear” of any liens. When time permits, the Township crew will start to clean out the property.

Fall Newsletter

CeCe reminded the members that the deadline for the fall Township newsletter article is August 10<sup>th</sup>. Chairman Auxt informed the members that he had received oral notification from Scott Smart that he was resigning from the Authority effective August 1<sup>st</sup> and someone else would need to write the article. After discussion, it was the consensus to have the Executive Secretary compile a draft article for submission approval.

Authority Vacancy

Due to the resignation of Scott Smart, members were asked to consider and submit the name of someone as a potential member. The name would then be submitted to the PTS, for its approval and appointment. Chairman Auxt noted that he has asked Scott to submit his resignation in writing.

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

Morrison Land Development

The Solicitor reported that he has updated the agreement for the Morrison Land Development to include that Mr. Morrison has purchased Reservation of Capacity in the amount of 10 EDUs. He is awaiting a response from Bill Bunt, Mr. Morrison’s attorney.

The Solicitor was reminded that Mr. Morrison’s escrow needs replenished. He will notify Mr. Bunt of the same.

### **Billing Clerk Report**

Delinquent Accounts

The list of accounts delinquent as of July 31, 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 \$9,234.11. Sewer delinquencies total \$61,688.32. This increase is due to the Authority lowering its threshold for civil action to a delinquency of \$180.00. The Authority will continue to take a hard line against delinquencies.

### **Treasurer Report**

Invoices and Expenditures

Susan noted that two checks have been submitted for payment that do not appear on this month’s list of invoices: Microbac for lab testing for \$43.60 and a reimbursement to Sam Auxt for collapsible shovels for \$63.49. Both invoices will appear on the August invoice list. After discussion, there was a Novinger/Auxt motion to approve payment of the July 2012 invoices totaling \$57,004.25. Motion passed by unanimous vote of the Authority.

Financial Report

After review, there was a Novinger/Holman motion to approve the Financial Report for July 2012, subject to audit. Motion passed by unanimous vote of the Authority. The balance of all accounts was \$683,959.38. However, \$242,902.47 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 \$158,408.52 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.

#### **Work Day**

This issue has been put on hold.

#### **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**

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. The Supervisors will be informed that the property is "free and clear" of liens.

#### **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.

#### **Restoration of 4-Log Project**

Chairman Auxt reported that Gary Hilbish, Jr. has completed the ground restoration after the 4-Log installation at the Sunshine Hill water company. Both he and Ed have stated that the restoration was completed to their satisfaction. The final payment to Mr. Hilbish was included with the invoices approved earlier in the meeting.

#### **Document of Certification**

At its July 11<sup>th</sup> meeting, the Authority voted unanimously to approve the Document of Certification. The Document of Certification 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.

However, no effective date was included in the approval. By consensus this evening, the effective date was set at August 15, 2012.

### **New Business**

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

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

Upon a Holman/Auxt motion, the Authority unanimously approved Resolution 2012-03, dealing with membership in PIRMA.

#### **Meeting Tapes**

Meetings are recorded to aid in the preparation of the minutes. Upon a Holman/Novinger motion, the Authority voted unanimously to retain the recordings until the minutes are approved, after which the recordings will be erased.

#### **Market Street Sewer Project, Phase Three**

Chairman Auxt reported that construction has started on Phase Three of the Market Street sewer project. This project entails the replacement of the Market Street sewer line from MH-146A to MH-147. The cost of the project is approximately \$128,000.00. The Authority's share is approximately \$41,510.40.

#### **2013 Backflow Protection Device Certification**

Upon a Holman/Novinger motion, the Authority voted unanimously to approve a quote from Susquehanna Sprinklers in the amount of \$175.00 to perform a certification test in 2013 on the water back-flow prevention device located in the Petersburg Commons water meter vault.

### **Adjournment**

With all business completed, a Novinger/Auxt motion for adjournment was made at 8:26 p.m. Motion passed by unanimous vote.

Susan E. Long  
Recording Secretary