

**PENN TOWNSHIP MUNICIPAL AUTHORITY
PERRY COUNTY**

102 Municipal Building Road
Duncannon, PA 17020

September 5, 2012

The Penn Township Municipal Authority (Authority) met on Wednesday, September 5, 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

Elmer Knaub, Asst. Secretary/Asst. Treasurer

Professional staff present:

Dennis Shatto, Esq. of Cleckner and Fearen, Solicitor

Authority staff present:

Edward Chism, Plant Operator

Susan Long, Treasurer, Recording Secretary

Visitors present:

Forrest Troutman, Yingst Homes

Teri Aunspach, Susquenita Band Boosters

Bob Johnson

Stan and Michelle Crumlich

Minutes

Upon a Holman/Knaub motion, the Authority voted to approve the August 1 and 14, 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. There appears to be some confusion in the interpretation of the Township's Subdivision and Land Development Ordinance as it relates to this procedure. Mr. Troutman was asked to present a written request of what he would like the letter to contain. He will direct it to the Penn Township Supervisors (PTS) and copy the Authority and the Penn Township Planning Commission (PTPC). Mr. Troutman will contact Chairman Auxt after the Authority's October 3rd meeting to see if he needs to attend the October 9th meeting to be held after that evening's JOAC 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 under-slab plumbing was installed but failed the UCC inspection. The project was being completed by volunteers and has been put on hold while a new set of plans is drawn up. The Band Boosters will be using Road Hawg's portable trailer during the football season. Ms. Aunspach was told that the grinder pump could be installed at any time, but since the project was on hold, it might be better to wait until next spring to install it.

Ms. Aunspach was told that it was not necessary for her to continue attending meetings. She will contact the Authority if she has any future questions and will notify it when construction starts up again.

Bob Johnson

Mr. Johnson was present as an onlooker. As he is a frequent visitor, he was informed that there was a vacancy on the Authority and was asked if he would like to fill it. He respectfully declined.

Michelle and Stan Crumlich, 3 Kinzer Lane

Mr. and Mrs. Crumlich were present to discuss the sewer certification letter they had recently received concerning inspections that are required whenever a property is transferred, sold, or re-financed. Mrs. Crumlich stated she and her husband had a concern about requiring a pressure test of the sewer line. Before she could continue, she was informed that the Authority had received a lot of concerns such as hers, and has tabled the issue for further review.

Mr. Crumlich was also asked if he would consider filling the vacancy. He stated that he would be interested. By consensus, the Authority will recommend to the PTS that Mr. Crumlich be appointed to fill the vacancy created by the resignation of Scott Smart.

Engineer Report

Engineer Ben Shull was not present at this meeting. He had earlier e-mailed his comments on what, at that time, was the latest plan submission for Stone Mill Estates. However, the Authority received a newer plan submission earlier today. Members were asked to contact Ben with any questions on the plan submissions and his comments. Chairman Auxt told Mr. Troutman that he would forward a copy of the plan comments to the Township's engineer.

Plant Operator Report

Operator Ed Chism reported that the leak on Sunshine Hill has been repaired and that the well has gone from pumping 36,000 gpd to 15,000 gpd.

Odor Control Building

Ed reported that the electrical service to the odor control building on Schoolhouse Road has been connected. He is in contact with Jeff Holman of JHC to make the final connections. The Cove pump station will be used as an additional odor control site. However, Ed would like to get the Schoolhouse Road site up and running for awhile before adding the Cove pump station.

The Discharge Monitoring Reports dated July 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 July.

The Field Representative report was reviewed with the following comments.

Barrick's Early Childhood Center

On July 9th and 10th, the grinder pump at Barrick's was replaced and Mr. Barrick was sent the bill. Field Representative Sam Auxt reported that the director of the Early Childhood Center contacted him to say that Mr. Barrick had forwarded her the bill and to request information concerning the age and wear of the replaced grinder pump. Sam informed her that the information was unavailable.

Flow Meter Calibrations

Sam reported that the Lower Duncannon and Cove pump station flow meters were calibrated by Tri-Star. The Cove flow meter is still not reading correctly and Tri-Star will return to correct the problem.

Master Meter Report

The Master Meter report was circulated among the members without comment.

Penn Township Supervisor (PTS) Report

PTS representative CeCe Novinger was not in attendance but submitted a written report.

Authority Resignation

The PTS accepted the resignation of Scott Smart at its August 29th meeting.

Disposition of 1325 State Road

At its August 29th meeting, the PTS voted to purchase the Authority's property at 1325 State Road for \$1.00. Upon a Holman/Knaub motion, the Authority voted unanimously to authorize Chairman Auxt to execute the appropriate documents.

Porta-Potty Issues

The PTS tabled action on the request from Eagle's Nest to renew its Porta-Potty permit, pending the Authority's position on whether or not Eagle's Nest should connect to the sanitary sewer. It was noted that there is no bathroom inside the sales office and that the water source is outside and is only used for washing the cars.

Several items on CeCe's report deal with permits for Porta-Potties. The Solicitor offered his opinion that they should only be used for special events and should not be used in place of permanent bathrooms. He is going to contact the Township Engineer as requested and relay that the Authority feels that Porta-Potties should be permitted only on a temporary basis.

Sewer Certification

CeCe offered her opinion that requiring an air-pressure test before a property can be re-financed adds undue financial burden on the property owner. However, as told to the Crumlichs earlier in the meeting, the sewer certification requirements have been tabled for further review.

Sunshine Hill Water System

Upon an Auxt/Knaub motion, the Authority voted unanimously to authorize the Engineer to draft a preliminary design to upgrade the Sunshine Hill water system to include a treatment facility, a storage tank, and fire protection. The upgrade should be designed to accommodate future connections.

Solicitor Report There was no written report.

Authority Right-of Way (ROW)

The Solicitor stated that he is researching the location of the Authority's sewer and water ROW from Eisenhower Boulevard to Butchershop Road.

Billing Clerk Report

Delinquent Accounts

The list of accounts delinquent as of August 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 \$7,852.47. Sewer delinquencies total \$61,649.79. The Authority will continue to take a hard line against delinquencies.

Treasurer Report

Invoices and Expenditures

There was an Auxt/Knaub motion to approve payment of the August 2012 invoices totaling \$80,581.74. Motion passed by unanimous vote of the Authority.

Financial Report

After review, there was a Holman/Knaub motion to approve the Financial Report for August 2012, subject to audit. Motion passed by unanimous vote of the Authority. The balance of all accounts was \$658,698.23. However, \$241,451.23 is earmarked for escrows and future projects. An additional \$254,492.74 has been set aside for capital projects – major expenses for equipment failures and replacement of infrastructure. The remaining \$162,754.26 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 September JOAC meeting is scheduled for Tuesday, September 11th at 6:30 p.m. in the Penn Township Municipal Building.

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

A date for the members to meet and do “odd jobs” at the sewer/water facilities will be discussed at the JOAC meeting on September 11th.

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, probably in the spring of 2013.

Re-piping of Main Street Pump Station

Lenker’s Excavating has been awarded the bid to re-pipe the Main Street Pump Station and will be scheduling the project as soon as possible

Shea Industries Invoices

Shea industries did the construction for phase one of the Market Street sewer main replacement in 2010. To date, the Authority has not received an invoice for its share of the cost. The issue will be further discussed at the JOAC meeting on September 11th.

Deimler Trailer Park

The water meter vault will be installed by JHC in the near future. This will meter the total amount of water used by the trailer park and will eliminate the need to read 23 individual water meters.

New Business

There was no new business.

Adjournment

With all business completed, a Knaub/Auxt motion for adjournment was made at 8:10 p.m. Motion passed by unanimous vote.

Susan E. Long
Recording Secretary