

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

September 4, 2013

The Penn Township Municipal Authority (Authority) met on Wednesday, September 4, 2013 in the Penn Township Municipal Building. Chairman Elmer Knaub 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:

Elmer Knaub, Chairman
Sam Auxt, Vice Chairman
Henry Holman, Secretary/Asst. Treasurer
CeCe Novinger
Jim Kocher

Professional staff present:

Randy Bailey, P.E., Wm. F. Hill Associates

Authority staff present:

Edward Chism, Wastewater Treatment Plant (WWTP) and Water Systems Operator
Susan Long, Treasurer, Recording Secretary

Visitors present:

Bob Johnson
Todd Wilson, Alpha Engineering
John DiVannis, Fishing Creek Valley Assoc.
John Melham, Melham Associates

Introduction of New Authority Member

Chairman Knaub introduced and welcomed Jim Kocher. Jim is not new to the Authority as he was on the board a number of years ago. He was appointed by the Board of Supervisors (PTS) at its August 28th meeting to serve until December 31, 2015.

Minutes

Upon an Auxt/Holman motion, the Authority voted to approve the August 7, 2013 minutes as presented, with Jim abstaining since he was not present at that meeting.

Visitors

Todd Wilson, Alpha Engineering

Mr. Wilson was present to discuss Stone Mill Estates (Stone Mill), a proposed development by Yingst Homes to be built off of SR 849. He showed a revised plan for the Stone Mill development, stating that the on-lot wells had been removed and conceptual water lines had been incorporated.

Regarding the revised plan, Engineer Randy Bailey stated that he had reviewed it and forwarded his comments to Mr. Wilson. He stated that the water lines were shown conceptually, with no valves, taps, or laterals shown and his comments included how the plan should be revised for the water lines.

Mr. Wilson stated that the plan called for 72 homes plus one existing home (phase one calls for twenty-five homes), and asked the Authority to sign off that there is adequate capacity in the conveyance line. He added that Duncannon Borough is completing the part of the DEP sewage module that states there is capacity for the influent at the Borough's wastewater treatment plant (WWTP). He was told that there is capacity in the Authority's conveyance line. The Engineer will review the sewage module for the Authority. At some point, a letter stating that there is enough capacity in the conveyance lines will be sent to the Planning Commission.

Discussion was then held on the sewer lines. Due to the terrain, 2,000 feet of the sewer line will be installed through a ravine. The Authority still has great concern over the ability to access the manholes and the line for flushing, maintenance and repair. To a lesser degree, there is also concern about the depth of the manholes. Mr. Wilson stated that the deepest manhole is fifteen feet. Field Representative Sam Auxt was asked the per foot cost of line flushing. He will check the information from the last flushing project and forward it to Mr. Wilson.

Discussion was held on the possibility of not accepting ownership of the line and letting it be the homeowners' association's responsibility to maintain. Henry suggested that a flowmeter could be installed where the effluent enters the public line, just as the Authority's flow is measured when it enters the Borough's line at Clark Street. Mr. Wilson asked when the Authority would have to decide whether to take over ownership of the sewage facilities. Solicitor Dennis Shatto responded that it should be done before construction begins, due to bonding requirements. He offered that, while he understands a homeowners' association can take on the responsibility to maintain roads, he feels that maintaining sewage facilities is a different kind of problem, and if at all possible, sewage should be a public system.

Another Authority concern is the use of HDPE pipe instead of the SDR specified by the Authority's regulations. While it has an outside diameter of eight inches, the inside diameter is six and one-half to seven inches. The Authority will research HDPE pipe to see it would be suitable. Mr. Wilson was informed that, if it was to be used, it would need to have readily-accessible repair parts.

Mr. Wilson was told that when the Market Street sewer line replacement project was completed in several years, sufficient capacity would be available for a connection point at SR 849 and Market Street. This would allow for the development's sewer line to be relocated.

Discussion ended with the Authority telling Mr. Wilson that it still had two major concerns with the design of the sewage facilities – Authority access to the facilities for flushing, maintenance, and repair, and the use of HDPE for the piping.

John Melham, Melham Associates

Mr. Melham was present to discuss the sewage facilities for the new headquarters for Morrison, Inc. He stated that the manholes and components have been ordered from Monarch and should be arriving shortly. He also stated that Mr. Morrison is proposing the use of HDPE piping in the force main, noting that what was called for in the original plan was incorrect. He noted that Charter Plastic is the company that would supply the piping and that he would be willing to have a company representative contact the Engineer to answer any questions. Sam reiterated that, if the Authority agrees to the use of HDPE, it must be standard size to allow for purchase of replacement parts and fittings that are compatible.

Henry asked when the project would get started. Mr. Melham replied that the pump station had been ordered four weeks ago.

Discussion was held on the extreme length of time it has taken to get construction started. A letter had been sent to Mr. Morrison stating that he had one hundred eighty days to complete construction after DEP had approved the sewage module on February 19, 2013, a time that has long since passed.

Mr. Melham stated that neither he nor Mr. Morrison dispute the fact that the deadline has long passed but asked what harm is being done – the components have been ordered, Mr. Morrison is spending a lot of money, there is one unconnected sink and toilet, and there is no environmental concern. He also asked the Authority to consider the ultimate owner.

Henry stated that he felt the Authority was generous in granting extra time for connection, but added the Authority can only yield so much before it sets a bad precedent. The Authority asked the Solicitor what procedures could be taken against Mr. Morrison, since he is in violation of the Township's Ordinance 101. The Solicitor noted that the Ordinance has provisions for a daily fine of \$1,000.00. Upon a Holman/Auxt motion, the Authority voted unanimously to authorize the Solicitor to enforce Ordinance 101 by filing a fine with the Magisterial Justice.

Engineer Report

Northern Low-Pressure Sewer Extension

Chairman Knaub reported that he had received an email from Shawn Arbaugh of DEP, asking for the status of the connection of the former DeCoven property. The Engineer reported that the location of the property pins has been determined and the survey has been completed for the project. He expects that bid packets for the project will be ready in two weeks, with an expected opening of the bids at the October 14th meeting. He will prepare the PennDOT highway occupancy permit to enable the sewer extension to be installed in the PennDOT right-of-way. Chairman Knaub will relay the update to Mr. Arbaugh.

Duncannon Borough Market Street Bridge Replacement

The Engineer reported that the \$172.85 payment to PennDOT for the permit application to hang a sewer line on the side of the Market Street bridge might be returned since municipalities are exempt from permit fees. He discussed a letter and agreement just received from PennDOT outlining the Authority's cost of the project, estimated to be \$31,872.50.

Discussion was held on whether the cost included installing a sewer line under Market Street to enable the Authority to run a lateral to connect the Perry County Beer Distributor to the sanitary sewer. The Engineer will contact Joel Cross at PennDOT and find out if the sewer line is included in the plans and the cost. Further discussion will be held at the Authority's scheduled meeting on September 9th, held immediately after the JOAC meeting.

Sunshine Hill Water System Upgrade

The Engineer reported that he had forwarded a description of the proposed water system upgrade to SEDA-COG on August 29th for inclusion in the grant application. (The Perry County Commissioners have agreed to file for a state Community Development Block Grant on the Authority's behalf.)

The Engineer is in the process of evaluating treatment techniques for manganese removal. Because of the possibility of future growth of the water system and additional water sources, he is also looking at methods for the treatment of arsenic. Operator Ed Chism will provide the Engineer with test results of the amount of iron in the water so that it can be added to the treatment design process.

Stone Mill Estates

The Engineer reiterated that he had reviewed the latest plan submission and had forwarded his comments to Mr. Wilson. He stated that Mr. Wilson did not take exception with any of his comments. He offered his thoughts that access to the manholes is critical and should not be taken lightly. He noted that the developer would need to make an access road to install the facilities and that it could possibly be retained.

Plant Operator Report

The Discharge Monitoring Reports for July 2013 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.

DEP Requirements

Ed reported that DEP will require that well #1 be brought into complete compliance in 2017 or be disconnected. Currently, well #1 is designated for emergency use only and is tested for bacteria but not for other substances. Ed stated that the costs and parameters currently being performed on well #2 would then need to be performed on well #1. He recommended that it be disconnected because it doesn't have the capacity to merit paying the added expense.

After discussion, it was the consensus to authorize Ed to inform DEP that it is the Authority's intent to take well #1 off-line by 2017.

Stone Mill Estates

Ed spoke in his position as Chairman of the Penn Township Planning Commission (PTPC). He informed the Authority that PTPC's position is that it will not sign off on the proposed Stone Mill plan if the Authority is not in agreement with the water and sewer facilities. He was informed that the latest plan showed only a conceptual water system and that the Authority is concerned about access to the sewer facilities and the type of plastic that is being proposed for the sewer lines. The Authority will send a letter to the PTPC, informing it of the concerns.

Field Representative Report See written report for August.

The Field Representative report was reviewed with the following comments.

Well Pump

Field Representative Sam Auxt reported that he has ordered a well pump from Eichelberger's. Since it has not yet been received he called the company and left a message.

Grease Trap Inspections

Sam reported that businesses have been contacted that he would be inspecting their grease traps this month.

Master Meter Report

The Master Meter report was circulated among the members with the comment that there were no unusual readings. Sam reported that the manhole providing access to the metering weir at Clark and High Streets has been paved over and that he brought it to the attention of the Borough. He also reported that the Lower Duncannon flowmeter was not recording properly but has been fixed.

Penn Township Supervisor (PTS) Report

CeCe noted that the PTPC had sent a letter to the PTS on August 23rd, and asked if the Authority was copied. Susan will find out and let CeCe know.

CeCe reported that the holding tank permit for the Antique Barn was renewed by the PTS at its August 28th meeting.

Solicitor Report There was no written report.
Sheriff's Sales

The Solicitor reported that the Department of Agriculture is going to pay off the water and sewer balance for 65 Petersburg Lane. When the check arrives, he will cancel the Sheriff's sale. He stated that he was preparing documents for five or six additional properties to offer up at the next Sheriff's sale in December.

Mandatory Water Connection

The Solicitor is working on draft language for a mandatory water connection ordinance and will provide it at the October 2nd meeting. Chairman Knaub asked him to incorporate provisions for private wells that become contaminated in areas where public water is available, that would force connection if the contaminated well endangered the public water source.

Billing Clerk Report

Delinquent Accounts

The list of accounts delinquent as of August, 2013 was reviewed. The Authority will continue to follow its procedure for filings with the District Judge and the Perry County Prothonotary. Water delinquencies total \$9,701.39. Sewer delinquencies total \$73,278.08. The Authority will continue to take a hard line against those customers.

Sam noted that three customers owed \$31,000.00. These customers are on the Solicitor's list to proceed with Sheriff's sale.

Treasurer Report

Invoices and Expenditures

There was a Novinger/Auxt motion to approve payment of the August 2013 invoices totaling \$57,885.89. Motion passed by unanimous vote of the Authority.

It was noted that only \$232.05 of the \$10,592.60 Engineer's fee was reimbursable. There was concern offered that, because of the change in the representative of the engineering firm, the Authority was paying for duplication of services to bring the new representative up to speed. Because it has not been done for several years, it was the consensus to send out proposal requests to engineering firms in November.

Financial Report

After review, there was a Novinger/Kocher motion to approve the Financial Reports for August 2013, subject to audit. Motion passed by unanimous vote of the Authority. The August 31st balance of all accounts was \$625,590.49. However, \$221,389.93 is earmarked for escrows and future projects. An additional \$318,116.85 has been set aside for capital projects – major expenses for equipment failures and replacement of infrastructure. The remaining \$86,083.71 is available for operating expenses.

Executive Secretary Report See written report

The tapping fee installment payment report was reviewed, along with the written report. Members were asked to contact Karen if they ever have questions about office procedures or the reports.

JOAC Report

The next JOAC meeting is scheduled for September 9th at 6:30 p.m. in the Duncannon Borough building. Elmer will contact the Borough and see what is on the agenda and will notify the members.

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.

Railroad Street Lateral

This issue was tabled until the October 2nd meeting.

NPDES Permits

The NPDES permits for Cove and Kinkora WWTPs will expire in July 2014. Ed is going to assist staff in preparing the applications for the permits.

CDBG Funding Update

A meeting with SEDA-COG has been scheduled for September 16th at 3:00 p.m. at the Municipal Building to discuss the application for state CDBG funding. The meeting has been advertised.

New Business

There was no new business.

Executive Session

At 9:05 p.m. the Authority entered into executive session to discuss legal issues. At 9:24 p.m. the meeting reconvened, with no action taken.

Adjournment

With all business completed, a Novinger/Kocher motion for adjournment was made at 9:25 p.m. Motion passed by unanimous vote.

Susan E. Long
Recording Secretary