

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

December 4, 2013

The Penn Township Municipal Authority (Authority) met on Wednesday, December 4, 2013 in the Penn Township Municipal Building. Chairman Elmer Knaub called the meeting to order at 7:00 p.m. He 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

Professional staff present:

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

Authority staff present:

Ed Chism, Plant Operator
Susan Long, Treasurer, Recording Secretary

Visitors present:

John Murphy, Alpha Consulting Engineers
Bob Shaffer
Tim Nolt
Louis Beemer
Roy Krick

Minutes

Upon a Holman/Knaub motion, the Authority voted to approve the November 6, 2013 minutes as presented. Sam abstained since he was not present at the meeting.

Visitors

John Murphy, Alpha Consulting Engineers

Mr. Murphy was present to discuss Stone Mill Estates (Stone Mill), a proposed development by Yingst Homes to be built off of SR 849. Because of the problems the Authority had with Stone Mill's previous plan – the depth of the line and its location on steep slopes would make it impossible to access the line for maintenance and repair, the developer has submitted a new plan that would incorporate a pumping station and relocate the lines.

Mr. Murphy stated that he has received the review comments on the new plan from Randy Bailey, the Authority's Engineer, and is digesting them. He stated that the developer is trying to get preliminary approval of the plan from the Penn Township Planning Commission, which will require a letter from the Authority. The letter would state that the Authority agrees with the concept of the plan – the location and the sewer/water facilities in general, with the details to be worked out in the future.

Mr. Murphy stated that the developer would be using the easement across the Krick property for the sewer/water lines, because it is not economically feasible to connect to the line on SR 849. Henry asked if there

was any way that the developer could prove that it was cheaper using the Krick easement. Discussion was held on the fact that the Krick easement is only 15-foot wide, which is what the Township's ordinance requires. However, the Authority has traditionally required a 30-foot easement. While it can be done, it will be harder to get both sewer and water lines into a 15-foot easement.

The Engineer stated that he prefers that the developer not use a comminutor, because of the difficulty to access it for maintenance and repair. He suggested that it be eliminated, and that the pump station discharge piping be increased from 3-inch diameter to 4-inch diameter, and an aerator be added to the pump station. He estimated it would save the developer approximately \$7,000.00.

Sam recommended that a flow meter be added to measure effluent. He also stated that a decision would have to be made on what percentage of build-out would be necessary before the facilities are dedicated to, and accepted by, the Authority.

Louis Beemer, 1433, 1435, 1437 State Road

Mr. Beemer was present for the second month to discuss a \$3,837.75 invoice he received for repair and replacement of the grinder pumps due to a grease-like buildup at his apartment complex on or about October 8, 2013. This was his second case of damage due to negligence. The first case happened in April and resulted in a \$7,753.35 invoice, which was subsequently lowered to \$4,263.19.

Mr. Beemer repeatedly stated that he felt the grease was not sufficiently cleaned out in April, because there could not have been that much grease accumulating in only six months. He felt that the company hired by the Authority to clean the pumps failed to do its job completely. Because of this, he again asked the Authority to waive his latest invoice.

Field Representative Sam Auxt told Mr. Beemer that the problem was not due to residual grease, but to misuse of the system by Mr. Beemer's tenants and that Mr. Beemer needed to install a grease trap.

Mr. Beemer asked the Authority if it would be willing to consider allowing him to make five payments of \$400.00 each, for a total of \$2,000.00. Chairman Knaub stated that he does not believe the Authority would be willing to make any motion to reduce his invoice.

Mr. Beemer again asked if the Authority performs annual maintenance on its grinder pumps. The Field Representative stated that there are several Myers pumps where the lids could be lifted, but that the majority of the grinder pumps in Perdix are E-One. These pumps have solid state controls and would need to be pulled out of the wet wells to see their condition. There are over 180 E-One pumps in Perdix and removing each one annually would be costly. Given the nature of technology and equipment, a pump might pass inspection one day but have a problem the next day.

Last month, Mr. Beemer had stated he was willing to take ownership of his grinder pumps, which the Solicitor stated he would research because they were purchased through a PENNVEST loan. Tonight he offered that he can see no problem with the resolution of ownership the Authority adopted and that ownership could be turned over to the property owner.

Engineer Report See written report dated December 4, 2013

The following items were discussed at this time.

Northern Low Pressure Sewer Extension

The Engineer reported that DeTraglia Excavating, Inc. started construction on November 21st, and has installed the low pressure sewer extension along SR 11/15, and is in the process of installing the 3-inch force main in the Ellenberger easement to Schoolhouse Road.

The extension along SR 11/15 was supposed to be a 2-inch diameter line. However, when the contractor excavated to make the connection for the extension, he found that the existing line was only 1 ½-inch diameter. This created several problems. Since the as-built drawings showed that a 2-inch line was installed, the contractor had brought piping and couplings for that size. The Solicitor was requested to research whether the Authority can go back on the contractor who installed the 1½-inch line, since the as-built drawings were signed and sealed by his engineer as being correct.

In addition, capacity for the extension was based on a 2-inch line. The Engineer will re-calculate the capacity of the 1½- inch line.

Sunshine Hill Water System Upgrade

The Engineer reported that he had met with Susan to review the information needed to complete the User Fee Analysis that must be submitted with the SEDA-GOG application. The application was submitted on November 22nd.

The Engineer was requested to start the design of the water storage tank and treatment facilities.

Morrison Sewer Extension

The Engineer reported that Mr. Morrison has received shipment of the remainder of his construction materials on December 2nd, but work stopped for the Thanksgiving holiday and hunting season. He stated that both he and two other inspectors have made on-site visits. He stated that Mr. Morrison had been told that the boring under the Kinkora Pythian Home driveway was unacceptable, and that Mr. Morrison was making adjustments. He noted that he will wait until construction is complete, and if the correct materials are used, and the alignment and slope of the pipe are correct, the project would have to be approved.

Plant Operator Report

The Discharge Monitoring Reports for October 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.

NPDES Permit

Ed reported that he had submitted water samples to the laboratory and told them what tests were needed for the NPDES permit. Once the results are back, he and the office staff will work on completing the application, which must be submitted to DEP by the end of January.

Cove WWTP

Ed thanked Henry for his help in rebuilding the pump davit at the Cove plant. It was noted that a small electrical heater should be purchased for humidity control at the odor control building on Schoolhouse Road.

Duncannon Borough Water Emergency

The Authority purchases bulk water from Duncannon Borough to resell to the Authority's Petersburg Commons customers. When the Borough issued a boil water advisory in November, the Authority notified its Petersburg Commons customers. Ed also notified DEP about the methods used to notify the customers.

Field Representative Report See written report for November

The following items were discussed at this time.

Beemer Property, 1433, 1435, 1437 State Road

Sam reported that he responded to the GP alarm at the Beemer apartments. He replaced the "goose neck" seals and noticed, once again, a buildup of grease. He notified Mr. Beemer, who requested that Sam be present during the cleaning of the GP wet well.

Master Meter Report

The Master Meter report was circulated among the members with the comment that there were no unusual readings.

Penn Township Supervisor (PTS) Report

CeCe was not present at tonight's meeting, but relayed that the PTS tabled discussion on a mandatory water connection ordinance at its October 30th meeting, pending review of its solitor.

Solicitor Report There was no written report.

Sheriff's Sales

The Solicitor reported that the owner of a property to be offered up for sheriff's sale has proposed a \$100.00/month payment. Since \$60.00 would go for the current monthly charge, only \$40.00 would be applied each month toward the delinquency of \$4,363.00. This would result in a 100-month payment plan. Upon a Holman/Auxt motion, the Authority voted unanimously to allow the payment plan on a one-year trail basis. However, if any payment is missed, the payment agreement will become null and void and the property will be entered for the next sheriff's sale.

The Solicitor was directed to move forward with the sheriff's sale for a customer who was given a second chance but has missed the past two payments.

Morrison Headquarters Sewer Connection

At the November meeting, Mr. Morrison was given until November 21st to start installation of his sewer connection. Discussion was held on the lack of progress being made, noting that the manholes have not been installed and that Kinkora's driveway is still torn up. The Solicitor was directed to file a Failure to Connect complaint, based on Township Ordinance 101, with the District Judge

Billing Clerk Report

Delinquent Accounts

The list of accounts delinquent as of November 30, 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 \$5,959.54. Sewer delinquencies total \$53,362.21. The Authority will continue to take a hard line against those customers.

After discussion, and upon a Holman/Auxt motion, the Authority voted unanimously to lower the delinquency threshold for sheriff's sale to \$720.00, one year's worth of missed payments, effective January 1, 2014.

Treasurer Report

Invoices and Expenditures

There was an Auxt/Holman motion to approve payment of the November 2013 invoices totaling \$49,206.03. Motion passed by unanimous vote of the Authority.

Financial Report

After review, there was a Holman/Auxt motion to approve the revised Financial Reports for November 2013, subject to audit. Motion passed by unanimous vote of the Authority. The account at Riverside Bank was inadvertently dropped from this month's report, but will be added. The correct November 30th balance of all accounts was \$648,645.45. However, \$210,840.54 is earmarked for escrows and future projects. An additional \$311,255.59 has been set aside for capital projects – major expenses for equipment failures and replacement of infrastructure. The remaining \$96,549.29 is available for operating expenses.

Executive Secretary Report See written report

The tapping fee installment payment report was reviewed with no comment

JOAC Report

The next JOAC meeting will be held on December 9th at 6:30 p.m. at the Borough office.

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 January 8th meeting.

PA Community Development Block Grant (CDBG)

The County Commissioners have agreed to file an application with the Department of Community and Economic Development on the Authority's behalf, requesting a \$500,000.00 grant for an upgrade to the Sunshine Hill water system. Members were reminded that the Commissioners would be discussing the application on Monday, December 9th, at 10:00 a.m.

Taschek Property, Firehouse Road

There was no further discussion on this issue because the Township's case for demolition of the property is still in the County court system.

Beemer Property, 1433, 1435, 1437 State Road

Upon an Auxt/Holman motion, the Authority voted unanimously to send Mr. Beemer a payment agreement for his \$3,837.75 invoice, payable at \$400.00 per month until paid in full. Additionally, ownership of the grinder pumps at all his properties will be turned over to him. This entails a duplex grinder pump serving 1432 and 1434 State Road, a simplex grinder pump serving 1436 State Road, and a duplex grinder pump serving the apartments at 1433, 1435, 1437 State Road.

New Business

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

Requests for Engineering Proposals (RFP)

The Authority reviewed a list of engineers to receive RFPs for fiscal year 2014 and directed the Executive Secretary to send the RFPs. An engineering firm will be selected at the Authority's re-organization meeting in February 2014.

Perdix Fire Company Property

Members were informed that Lee Wright would like to use the property to sell plants and ice cream, with a small farmer's market also on site. The Penn Township Planning Commission is currently reviewing the proposal, which would include one rest room.

2014 Budget

Upon review and a Holman/Auxt motion, the Authority voted unanimously to approve the budget for 2014. Expected income is projected at \$676,649.00 and expenses are projected at \$746,919.00. The deficit will be made up from the Capital Projects account.

2014 Meeting Dates

Upon an Auxt/Holman motion, the Authority voted unanimously to hold its meetings the first Wednesday of each month, with the exception of January, when the meeting will be held on January 8th. The Executive Secretary will advertise the meetings, which will be held at 7:00 p.m. in the Township building.

Sheetz Car Wash

Sheetz Car Wash purchased sixteen EDUs of capacity in the Cove WWTP. Due to improving technology, the car wash used only seven EDUs during the past twelve months. After discussion, it was the consensus to send Sheetz a letter, asking if it would consider selling up to six EDUs back to the Authority at \$3,500.00 per EDU, the original purchase price.

Adjournment

With all business completed, an Auxt/Knaub motion for adjournment was made at 9:30 p.m. Motion passed by unanimous vote.

Susan E. Long
Recording Secretary