

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

July 9, 2014

The Penn Township Municipal Authority (Authority) met on Wednesday, July 9, 2014 in the Penn Township Municipal Building. Chairman Henry Holman, III, 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:

Henry Holman, III, Chairman
Jim Kocher, Vice-Chairman
Elmer Knaub, Secretary
CeCe Novinger, Asst. Treasurer

Professional staff present:

Randy Bailey, P.E., Wm. F. Hill Associates
Dennis J. Shatto, Solicitor

Authority staff present:

Susan Long, Treasurer, Recording Secretary

Visitors present:

Jerry Johnson	Jim Chrisman
Joseph Kistler	Matt Rice
Bing Hofer	Kent Durr
Gerald Kruba	Rock Morrison
Bob Johnson	John Melham, Melham Associates
Karen Potteiger	

Minutes

Upon a Novinger/Knaub motion, the Authority voted unanimously to approve the June 4 and 9, 2014 minutes as corrected.

Visitors

Jerry Johnson

Mr. Johnson was one of a group of Sunshine Hill residents who asked if it was too late to move the proposed location of the water storage tank for the Sunshine Hill water system upgrade. While he understood that moving it to the back of the lot would present difficulties because of the lower elevation, he relayed that the neighbors would prefer that it not be so visible.

Engineer Randy Bailey responded that the tank was originally designed to be located in the back of the lot. However, because of the lower elevation, the pump package would need to be altered, the size of the tank would need to be increased, and a bottom level would need to be added to the treatment facilities building. He estimated the dollar cost increase at \$56,000.00. In addition, there would be erosion and storm water issues that would have to be settled for DEP's approval. He explained that DEP

has already approved the construction permit. To submit a revised plan for DEP approval would set the project back about one year. Jim expressed his concern about the condition of the present water tanks and whether they would last another year without a major malfunction.

When informed that the total cost of the upgrade was in the \$700,000.00 range, Mr. Johnson noted that \$56,000.00 was only 16% of the cost. With the possibility of the Pfautz connection, he felt that the Authority would recoup the additional \$56,000.00 cost. He said he understood the Authority's reasoning for the proposed location, but wanted the Authority to understand the feelings of the residents.

The residents were told that the tank would be 28 feet high, glass, and the same color blue as some silos. By installing it on the highest part of the property, the Authority can provide better water pressure, several days of water storage, and 2 hours of fire flow protection at 500 gpm. They were also told that possibly shrubbery could be planted around the tank to make it more attractive.

Mr. Kistler asked why there had to be a chain link fence around the property, which further detracted from its appearance. He was told that it was a deterrent for those who wanted to climb the tower, or spray paint the tower and/or treatment building.

Mr. Hofer stated that he did not care if his water rate was doubled; his concern was with the devaluation of his property and problems selling it in the future. He felt that the tank should be moved further back on the property. He reiterated that he did not care if his water rate increased.

Mr. Hofer also questioned the Engineer's earlier comments about soil erosion and storm water issues. The Engineer explained that moving the tank back increases the length of the driveway, thereby increasing the amount of impervious surface. DEP has regulations about run-off and the Authority would need to capture the flow and handle it to account for the additional run-off.

Chairman Holman ended the discussion by telling the residents that the Authority debated for a long time over the location of the storage tank. The decision to install it in the proposed location was not taken lightly but was done in the best interests of the community, even while knowing that some residents would be upset.

Jim Chrisman

Mr. Chrisman was present to discuss the connection of the Morrison, Inc. headquarters to the sanitary sewer. He asked when the connection was inspected, if it passed, and stated that he understood there was a second inspection of the pumps. The Engineer responded that the gravity lines had been tested several weeks ago, and that the manholes (MH) and low-pressure line were tested on June 30th. Regarding the pumps, he explained that there are two pumps in the pump station, designed to work in sequence and that there was a problem with one of them not starting when it should.

Mr. Chrisman was concerned with the deadline for connection (June 30th) and the fact that the pump station was not in proper working order at that time. Chairman Holman read aloud the inspector's report for June 30th, describing the hours the inspector was there, what was tested, and the outcome of the tests. Chairman Holman agreed that the pump station was not operating properly on June 30th, but explained that the system needed to be completed and tested by June 30th, which does not mean that it had to be functionally ready.

Chairman Holman questioned whether a mandril test had been done. The Engineer responded that it had been done in March. Discussion was then held on whether the new pipe had been mandril tested and if there is a wait time between installation of a pipe and when the mandril test can be completed. The Engineer is going to check with the inspector to see if another mandril test had been done, and when.

Chairman Holman explained to the audience that the Authority was only going to take ownership of the gravity portion of the system located on the Kinkora Pythian property. It would be Mr. Morrison's responsibility to repair and maintain the low-pressure line and pump station. When asked who would monitor whether Mr. Morrison's portion was working properly, the Engineer explained that Mr.

Morrison would know immediately if he had a problem, because the sewage would be backing up into his headquarters, and that it would be in his best interest to repair it immediately.

Chairman Holman noted that Mr. Morrison would need to supply the Authority with as-built drawings of the gravity portion of the system before it would accept ownership of it. Mr. Melham responded that the drawings should be ready in a week. He was given until July 23rd to submit them. Also, if another mandril test is needed, it will have to be done before the Authority takes ownership.

Discussion was held on monitoring the flow that will be discharged into the Kinkora wastewater treatment plant (WWTP). With non-residential properties, this is done by metering the water usage. In Mr. Morrison's case, most of his water usage will not be entering into the sanitary sewer, so he will also need a deduct meter. He was asked to contact Field Representative Sam Auxt about obtaining the meters.

Mr. Melham expressed his thanks and appreciation of the Authority's patience during the lengthy connection process.

Engineer Report See written report dated July 9, 2014

The following items were discussed at this time.

Sunshine Hill Water System Upgrade

The Engineer reported that geo-technical work needs to be done before the construction drawings for the water system upgrade can be completed. Upon a Knaub/Kocher motion, the Authority voted unanimously to authorize the Engineer to have soil samples taken in the area where the water storage tank is to be located. These soil borings will tell the bearing capacity of the ground and bedrock.

Market Street Bridge Force Main

The Engineer reported on a site meeting with the contractor. It was discovered that the existing Duncannon Borough (Borough) sewer line/drop connection was not working properly, with sewage directly flowing from the drop connection overflow/vent pipe into the MH. Borough staff members were made aware of the problem and will make repairs. Also discussed and agreed upon was how the construction of the proposed force main drop connection will be made to the Borough's MH.

Communication with Members

Chairman Holman requested that the Engineer email the members when he forwards information to the Executive Secretary. He felt it would keep the members up-to-date on what is happening and let them know that there is information in the Correspondence Folder in the office. This would allow them to have the information before the meeting. If the members want, they can have the Executive Secretary forward the information to them by email.

Plant Operator Report There was no written report.

The Discharge Monitoring Reports for May 2014 were circulated for the members to review. Members were asked to contact Operator Ed Chism at any time with questions about the reports or operation of the WWTP and water system.

Field Representative Report See written report for June.

The Field Representative report was reviewed with no substantial comments.

Master Meter Report

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

Penn Township Supervisor (PTS) Report

There was no PTS report.

Solicitor Report There was no written report.

Sheriff's Sale

The Solicitor reported that a property of a delinquent customer was offered up for Sheriff's sale by the mortgage lender. He stated that he forwarded to the Sheriff the amount of liens put on the property by the Authority.

Time Limits on Visitor's Discussions

The Solicitor offered that he felt the Authority has the right to set reasonable time limits on public presentations. He was informed that the Authority had discussed this issue at its June 9th meeting and had voted to limit each presentation to five minutes, subject to the discretion of the Chairman.

Delinquent Accounts and Grinder Pump Ownership

The members had asked the Solicitor to research whether the Authority could turn ownership of grinder pumps over to those customers who have a delinquent sewer account. He offered that he thought it could be done, and will draft an amendment for the Authority's *Rates, Rules and Regulations* for the members' review.

Communication with Members

Chairman Holman requested that the Solicitor also keep the members up-to-date by emailing them when he sends information to the Executive Secretary.

Billing Clerk Report

Delinquent Accounts

The list of accounts delinquent as of June 30, 2014 was reviewed. Water delinquencies total \$7,469.46. Sewer delinquencies total \$59,788.81. The Authority will continue to follow its procedure for filings with the District Judge and the Perry County Prothonotary and continue to take a hard line against delinquent customers.

Treasurer Report

Invoices and Expenditures

There was a Novinger/Kocher motion to approve payment of the June 30, 2014 invoices totaling \$67,390.05. 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 2014, subject to audit. Motion passed by unanimous vote of the Authority. The June 30th balance of all accounts was \$577,953.40. However, \$208,011.10 is earmarked for escrows and future projects. An additional \$293,765.31 has been set aside for capital projects – major expenses for equipment failures and replacement of infrastructure. The remaining \$76,176.99 is available for operating expenses.

Executive Secretary Report

There was no Executive Secretary report.

JOAC Report

The next JOAC meeting will be held on Monday, July 14th at 6:30 p.m. in the Township 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.

Perry County Community Development Block Grant (CDBG) Funding

There are still several income surveys to be obtained. Chairman Holman stated that the weather was not suitable to go out on Tuesday evening, but would try to finish them this week. Elmer told Chairman Holman to notify him when he was going, so that he could help.

Ownership of Grinder Pumps

This item was tabled until the August meeting.

Agreement for Joint Use of a Sewer Lateral

Since the properties at 108 and 110 Jefferson Street will be using the same sewer lateral, the property owners were sent a maintenance agreement for their signatures. To date, neither owner has signed the agreement, nor responded to a follow up letter. The Solicitor will write to the owners and stress the importance of signing the agreements. He requested that he be forwarded copies of the original and follow up letters sent in May and June to the owners by the Executive Secretary.

Wellhead Protection Ordinance

This issue was tabled until the August meeting.

Inflow and Infiltration (I&I) Issue

There has been continued concern over the I&I at 1, 1-A, and 1-B Schoolhouse Road. The owner was sent a letter giving him a deadline to correct the issue but it appears that it went to the wrong address. No one knew if the letter had been sent to the correct address. Discussion on this issue was tabled until the August meeting.

New Business

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

Pumping of Taschek Septic System

CeCe reported that the Tascheks were given a deadline of July 31st by the PTS to demolish their fire-damaged house, and pump and abandon the septic system. Further discussion will be held at the August meeting.

EDU Buyback

The Authority had sent letters to several non-residential customers on the Cove system who were not using the number of EDUs they had purchased. These customers were asked if they would be willing to sell any of their unused EDUs. A letter was received from Randy Rohrer, president of Big Bee Boats, stating his desire to sell two of the company's unused EDUs. The EDUs had been purchased in 1993 for \$2,000.00 per EDU. Upon a Kocher/Knaub motion, the Authority voted unanimously to buy back two EDUs from Big Bee Boats, at the price of \$2,000.00 per EDU, for a total cost of \$4,000.00.

Ward Property Connection to the Sanitary Sewer

Mr. Ward had been given a time extension until June 19th for completion of his connection. The deadline has not been met. Chairman Holman will email the Engineer and Field Representative Sam Auxt to see if they know the status of Mr. Ward's project. DEP will also be notified that the time extension deadline was not met.

Adjournment

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

Susan E. Long
Recording Secretary