

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

September 2, 2015

The Penn Township Municipal Authority (Authority) met on Wednesday September 2, 2015 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.

Authority members present:
Henry Holman, III, Chairman
Jim Kocher, Vice-Chairman
Elmer Knaub, Secretary
Sam Auxt, Asst. Secretary
CeCe Novinger, Asst. Treasurer

Professional staff present:
Dennis J. Shatto, Solicitor
Randy Bailey, P.E., Wm. F. Hill Associates

Authority staff present:
Susan Long, Treasurer, Recording Secretary
Edward Chism, Plant Operator

Visitors present:
Hunter Maguire
Max Maguire
Bob Johnson
James Roush

Minutes

Upon a Kocher/Knaub motion, the Authority voted unanimously to approve the August 5, 2015 minutes as presented.

Visitors

Hunter Maguire

Mr. Maguire owns an un-developed property at the intersection of Muhlenberg Avenue and Lincoln Street. Although the property is in Penn Township, there is a sewer lateral installed and connected to a Duncannon Borough sanitary sewer main on Lincoln Street. The Borough also has a water line installed in Lincoln Street.

Mr. Maguire noted that, to develop the property, he would need to install a grinder pump in order to connect to the Authority's line on Muhlenberg Avenue. In order to connect to the Authority's water line on Muhlenberg Avenue, he would need to dig up and restore 150' of Penn Township's easement along Muhlenberg Avenue. Because of the additional expense necessary to connect to the Authority's sewer and water lines, he requested permission to make these connections to the Borough's lines.

After discussion, and upon a Knaub/Kocher motion, the Authority voted unanimously to waive the Authority's sewer and water connection requirements for this property.

Engineer Report See written report dated September 2, 2015

Sunshine Hill Water Treatment and Storage Project

Engineer Randy Bailey noted that he sent letters to all the bidders for Contract 1 (General) and Contract 2 (Electrical), notifying them that all bids for the Water Upgrade Project have been rejected. He stated that he had just received the bid bonds from the Authority's staff and would return them to the respective bidders.

The Engineer noted that he had received a letter, dated August 17th from Perry County Commissioner Brenda Benner, stating that the Community Development Block Grants to the Authority have been rescinded. This action was taken because the income survey of the residents in the proposed service area did not meet the low and moderate income threshold.

The Engineer noted that PA DEP has issued a Consent Order and Agreement for the compliance and operation of Well No. 2, which will need necessary corrective action. This issue will be discussed during executive session at the end of the meeting.

Operator Ed Chism suggested that the Authority consider installing bladder tanks above-ground to replace the two 1,500-gallon underground water tanks. This would be a stop-gap measure until the Authority can afford to build a water storage tank.

Mike Ward (MW2, Inc.) Sewer Plan Review

The Engineer reported that he received a project schedule from MW2's consultant stating that construction would begin on September 17th. When the inspector from Wm. F. Hill & Assoc., Inc. went on site, he discovered that construction activity had already started and that the horizontal boring portion of the project was completed. The developer will notify the Engineer three days prior to any further construction. To date, he has not received notification of any future construction. The Engineer also reported that the project schedule needs to be updated to reflect September construction.

Operator Report

The Discharge Monitoring Reports for July 2015 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.

Operator Resignation

Ed has submitted his resignation, effective October 31st. This issue will be discussed during executive session at the end of the meeting.

Field Representative Report See Summary Report for August 2015

The Field Representative Report was reviewed without comment.

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

There was no PTS report.

Solicitor Report There was no written report.

Solicitor Dennis Shatto reported that several properties have been entered onto the Sheriff's Sale list. He stated that the Scott Smart property has been removed from the list because the lien used for the sale has been paid off. He also noted that he has filed liens with the Prothonotary's office on additional properties.

Treasurer Report

Delinquent Accounts

The list of accounts delinquent as of August 31, 2015 was reviewed. Water delinquencies total \$15,744.81. Sewer delinquencies total \$83,209.40. The Solicitor is starting the process of Sheriff's Sale on a number of these properties. The Authority will continue to follow its procedure for filings with the District Judge and the Perry County Prothonotary.

Treasurer Report

Invoices and Expenditures

After review, there was an Auxt/Novinger motion to approve payment of the August 31, 2015 invoices totaling \$117,808.01. Motion passed unanimously.

Financial Report

After review, there was a Novinger/Kocher motion to approve the Financial Report for August 2015, subject to audit. Motion passed by unanimous vote of the Authority. The August 31st balance of all accounts was \$275,834.86. However, \$8,276.16 is earmarked for escrows, and \$152,987.30 is earmarked for future projects. \$112,465.33 is available for capital projects – major expenses for equipment failures and replacement of infrastructure. \$2,106.07 is available for operating expenses.

Kinkora Billing

The Authority will re-visit this issue when the 2015 Flow Analysis Report is issued by the Engineer.

Executive Secretary Report

The Executive Secretary Report was reviewed with the following comments.

Roush Property, 35 and 36 Valley Street.

Mr. Roush submitted a payment plan for his delinquent sewer charges for 35 Valley Street. After discussion, and upon an Auxt/Kocher motion, the Authority voted unanimously to accept the payment plan, with the condition that if any payments are missed the property will be re-entered for Sheriff's Sale.

Regarding his property at 36 Valley Street, Mr. Roush submitted a printout from the Borough stating that the water supply to 36 Valley Street was disconnected on May 10, 2012. He also submitted an oral request to abate all sewer charges from that date forward. Executive Secretary Karen Rhinehart will be asked to contact Mr. Roush for a written request for abatement, and ask him to appear at the next meeting to discuss his request.

Nace Property, 39 and 40 Valley Street

More research will be conducted to ascertain if this dwelling contains two residential units.

Perry County Beer Connection to Sanitary Sewer

Norfolk Southern, the owner of the Perry County Beer property, was sent a "Notice to Connect" by the Township in July. A follow-up letter from the Authority was sent in August. To date, no reply has been received regarding a timetable for connection. The Solicitor was requested to contact Norfolk

Southern in an effort to establish contact with them regarding the sanitary sewer connection. A copy of his letter will be sent to both Perry County Beer, and Road Hawg.

JOAC Meeting

The JOAC meeting will be held on Monday, September 14th, at 6:30 p.m. at the Duncannon Borough Office. Chairman Holman stated that he will not be able to attend the meeting and asked that those present find out if the Borough is planning on repairing any of the shared lines or if any major repairs are being planned for the WWTP.

Old Business

Old Business items were discussed earlier in the meeting, with the exception of the following.
Chad Smith Property, 1109 State Road

There was no further update on the septic system on this property.

New Business

There was no new business.

Executive Session

At 7:50 p.m. the Authority entered into Executive Session to discuss legal and personnel issues, with no decisions made. The meeting re-convened at 9:00 p.m.

PA DEP Consent Order and Agreement

Upon an Auxt/Novinger motion, the Authority voted unanimously to authorize the Solicitor and Engineer to negotiate a settlement with PA DEP.

Grover Kisner Hearing

By consensus, the Authority decided to continue with its delinquent account collection process.

Vacant Positions

Operator Ed Chism has submitted his resignation, effective October 31, 2015. Field Representative Sam Auxt has submitted his resignation, effective December 31, 2015. Upon a Novinger/Knaub motion, the Authority voted unanimously to advertise both vacancies in the Patriot News.

Adjournment

With all business completed, an Novinger/Auxt motion for adjournment was made at 9:05 p.m. Motion passed by unanimous vote.

Susan E. Long
Recording Secretary