

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

October 7, 2015

The Penn Township Municipal Authority (Authority) met on Wednesday, October 7, 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
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:
Michael Roush
Lew Massie
Jim DeLaney
Dan Hauck
Bob Johnson

Minutes

Upon a Novinger/Knaub motion, the Authority voted unanimously to approve the September 2, 2015 minutes as presented.

Visitors

Michael Roush

Mr. Roush explained that he is the owner of a double house on Valley Street. He lives on one side. The other side has had no water or electric for five years (the water is supplied by Duncannon Borough). He asked why he was still being charged for sewer. When questioned, he responded that he had notified the Authority that the property was vacant. He stated that the Borough had also notified the Authority in May of 2013. Mr. Roush asked why he was being charged for something he didn't use and was told that this procedure was standard for the sewer industry.

Mr. Roush was informed how charges can be abated. A disconnect fee of \$100.00 must be paid, and the sewer line must be disconnected in the house and capped off. After inspection, the property is deemed to be "disconnected". At that time, the property owner can choose to pay Reservation of Capacity (ROC) in the amount of \$300.00 per year, to guarantee that capacity will be available at some

future date when the property is reconnected. ROC is not required. Whether chosen or not, when the property is re-connected to the sanitary sewer, the tapping fee in use at that time must be paid.

It was recommended to Mr. Roush that he consider when he might wish to use the vacant side and calculate what would be best for him financially.

Mr. Roush then stated that the former owner abandoned his septic system when the property was connected to the sanitary sewer in 1993. This abandonment was done by crushing the old septic tank. He now has a large sinkhole in his yard at that location. He asked why the tank was not filled with stone. Chairman Holman explained that some contractors filled the tank with stone, while others crushed the tank and filled in the hole with dirt. He added that it appears that a lot of ground settlement has taken place and could be resolved by bringing in more dirt. Mr. Roush asked whose responsibility it would be to fix the issue and was told that the responsibility belongs to the property owner.

Lew Massie and Jim Delaney

Mr. Massie and Mr. Delaney were present to discuss the position of wastewater/water operator that will be available beginning in November. Their company, Facilities Operation And Management, has applied for the position, and they were present to answer any questions they Authority had for them. When asked what experience they had, they stated that they have worked in the wastewater field for over thirty years in various municipalities. About four years ago, they decided to start their own company. The company has a DEP-licensed water operator, although it is not required that the individual be on site. Another employee will do that job.

It was the consensus that Jim, Elmer, Operator Ed Chism, and Field Representative Sam Auxt will meet and discuss the extra jobs that the Operator and Field Representative perform. After that, they will meet with Mr. Massie and Mr. Delaney for an interview for the position.

Dan Hauck, JMF Underground

Mr. Hauck is the subcontractor who installed the sewer line for the Michael Ward property. The plans specified 1½-inch DR-11 pipe, but 1½ -inch DR-9 was installed. Mr. Hauck was present to see if the Authority would accept the pipe, or if it would have to be replaced. After a long technical discussion, it was the consensus that Mr. Hauck would have to replace the pipe to meet the Authority's specifications.

Mr. Ward has not yet paid his Ready-to-Serve charges for the past six months. He will be sent another invoice to include the October charges. If this invoice remains unpaid, further discussion will be held on what action the Authority will take.

Engineer Report See written report dated October 7, 2015

Sunshine Hill DEP Consent Order

Engineer Randy Bailey reported on a meeting held September 29th with DEP staff and counsel to discuss the compliance and operation of Well No. 2. Also in attendance were Jim Kocher, Elmer Knaub, and Solicitor Dennis Shatto. The meeting was about the violation of the permitted pumping flow rate for the well, for which a \$6,000.00 fine was assessed. Nothing was resolved at the meeting. The Engineer is still in communication with DEP to resolve the violations noted in the Consent Order.

Mike Ward (MW2, Inc.) Sewer Extension Project

The Engineer noted that the pipe installation discussed earlier in the meeting was done without the Engineer being notified. Consequently, there was no inspector on site to notice that the wrong pipe was being installed. The Engineer also noted that he has not received any further notification as to when the remainder of the installation work will be performed.

Market Street Bridge Force Main Project

The Engineer reported that he provided shop drawings of the location of the force main connection for Perry County Beer to the Solicitor, who will forward them to Norfolk Southern. It appears that Norfolk Southern owns the parcel; the owner of Perry County Beer owns the building on the parcel.

Operator Report

The Discharge Monitoring Reports for August 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.

Sunshine Hill Water System

Ed reported that complaints about dirty water have escalated; where he used to receive three per year, he is now receiving three per month. He stated that he and Sam have flushed the lines for the second time this season. Ed thinks that the pipe causing the problem has been identified and that remedial action should fix the problem.

Kinkora WWTP

Ed reported that the blower motor is failing at the Kinkora WWTP. It is being replaced with an old motor. If that motor fails, he will purchase a new one.

Field Representative Report See Summary Report for September 2015

The Field Representative Report was reviewed without comment.

Master Meter Report

The Master Meter report was circulated among the members with no comments.

Penn Township Supervisor (PTS) Report

There was no PTS report.

Solicitor Report

There was no report.

Executive Session

The Authority entered into Executive Session at 8:26 to discuss litigation issues. The meeting reconvened at 9:05 p.m. with no action taken.

Treasurer Report

Delinquent Accounts

The list of accounts delinquent as of September 2015 was reviewed. Water delinquencies total \$15,744.81. Sewer delinquencies total \$85,412.93. The Solicitor has started 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.

Invoices and Expenditures

After review, there was a Kocher/Novinger motion to approve payment of the September 30, 2015 invoices totaling \$59,566.63. Motion passed unanimously.

Financial Report

After review, there was a Novinger/Kocher motion to approve the Financial Report for September 2015, subject to audit. Motion passed by unanimous vote of the Authority. The September 30th balance of all accounts was \$273,083.101. However, \$7,732.16 is earmarked for escrows, and \$151,886.08 is earmarked for future projects. \$113,009.33 is available for capital projects – major expenses for equipment failures and replacement of infrastructure. \$455.53 is available for operating expenses.

2015 Budget Update

Susan presented copies of the budget status as of September 30th. Revenues to-date total \$510,382.00, and Expenses total \$576,127.00. She stated that she will have a rough draft of the budget ready for Authority discussion at the November meeting.

Executive Secretary Report

Executive Secretary Karen Rhinehart has asked the Authority to consider a fee schedule for outside requests for lien amounts, account histories, and settlement amounts. These requests are often made at the last minute and can be time consuming. By consensus, she was given the go-ahead to research what other municipalities charge for these services. The Solicitor suggested she start by contacting the PA Municipalities Association.

JOAC Meeting

The JOAC meeting will be held on Monday, October 12th, at 6:30 p.m. at the Duncannon Borough Office.

Old Business

1109 State Road

The Solicitor will check on the status of ownership of this property. It will remain an agenda item as a reminder that the on-lot septic system must be abandoned before the property can be occupied.

New Business

Penalty Abatement

Susan stated that there are customers who have fallen on hard times, but have managed to work with the Authority and follow their payment schedule. She asked the Authority to consider abating the penalties on a case-by-case basis for those who are working with the Authority. The Authority expressed a willingness to abate penalties for those customers who are diligently paying on their agreement. Further discussion will be held when a list of these customers is compiled.

“Disconnection” of Properties

Discussion was held concerning properties for which the owner has paid the tapping fee, but the property is undeveloped. If these properties are considered to be “connected”, then capacity is being reserved for them and is unavailable for any other customer. If however, the property is considered to be “disconnected”, then the owner could pay a \$300.00 per year Reservation of Capacity (ROC) fee to ensure capacity is there for future development of the property. The owner of a “disconnected” property would need to pay a tapping fee to re-connect the property to the sanitary sewer, whether or not the ROC fee is paid. Susan will compile a list of undeveloped properties for which a tapping fee has been paid, after which there will be further discussion of this subject.

Adjournment

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

Susan E. Long
Recording Secretary