

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

March 2, 2016

The Penn Township Municipal Authority (Authority) met on Wednesday, March 2, 2016 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. He announced that the meeting was being recorded to aid in preparation of the minutes.

Authority members present:

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

Professional staff present:

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

Authority staff present:

Susan Long, Treasurer, Recording Secretary
Lew Massie, Facility Operation And Maintenance, Inc. (FOAM)
Jim DeLaney, FOAM
Jody Hoffman, Field Operator, I J Tech Mechanicals

Visitors present:

Brad DiPaolo
Bob Johnson

Minutes

Upon an Auxt/Kocher motion, the Authority voted unanimously to approve the February 3 and 8, 2016 minutes as presented.

Visitors

Brad DiPaolo

Mr. DiPaolo is the new owner of 1223 State Road, the old Perdux Chapel, who would like to fix it up for occupancy. He is aware that he needs to obtain a Connection Permit from the Authority before he can obtain a Building Permit from Penn Township. He asked if there was a way that he could obtain the Connection Permit but pay the tapping fee closer to the time of occupancy, which he expects to be this fall. After discussion, it was the consensus to allow Mr. DiPaolo to pay \$250.00 to obtain the Connection Permit. He will also sign an agreement prepared by Solicitor Dennis Shatto that the \$3,250.00 balance will be paid in full before the property is connected to the sanitary sewer. In addition, Mr. DiPaolo will pay \$3,700.00 for a simplex grinder pump, and after connection he will be responsible for any maintenance, repair, or replacement costs.

Mr. DiPaolo then presented some literature about other grinder pumps and asked if he could use one of those as a replacement, when he does his own maintenance in the future. After looking at the specifications of the other pumps, it was the opinion of Engineer Randy Bailey that those pumps would not interface with the E-Ones currently used throughout the low-pressure system. Mr. DiPaolo was told to obtain a copy of the specifications for E-One pumps for comparison. Mr. DiPaolo then expressed his frustration that individuals with the expertise for repairing their grinder pumps can't obtain E-One parts.

Engineer Report See written report dated March 2, 2016
Sunshine Hill Water System DEP Consent Order

The Engineer reported that the Authority accepted the bid from Eichelberger's Inc. on February 8, 2016. The bid was in the amount of \$10,311.20 and was for installation of a water meter, flow control valve, two sleeved manholes and appurtenances. Based on that approval, the Engineer finalized and submitted the PWS Application and related forms to DEP on February 10, 2016. He does not expect any comments back from DEP until March 15th.

Eichelberger's, Inc. is ready to do the installation. However, the Engineer felt that it should wait until DEP has confirmed that the Application meets its approval.

Mr. Massey asked that he received a copy the installation specifications for the work to be done by Eichelberger's, Inc.

Mike Ward (MW2, Inc.) Sewer Extension Project

The Engineer reported neither the Authority nor the Engineer had received any notification of when the remainder of the MW2 sewer connection would be completed. Susan will assess the property with a ready-to-serve charge for the month of March. She also notified the Authority that Mr. Ward's escrow account is in arrears in the amount of \$715.08.

Chapter 94/Flow Analysis Reports

The Engineer is still waiting for information to complete the Chapter 94 Reports for the Cove and Duncannon Borough WWTPs. Because these reports are due to DEP by March 31st, the Authority's consensus was to have Chairman Holman sign the signature page. When the report is completed it will be given to the members to review before submission.

Operator Report For details, see the Operations Memorandum dated March 2, 2016
Lew Massie and Jim Delaney, FOAM

The Operations Memorandum for the month of February was reviewed. Based on prior Authority approval, the locks have been changed so that one key opens every lock. The lab items have been purchased and are being used. A probe was purchased for the old ph meter at Cove WWTP; the operators are still trying to get it to work with the meter. Prices are still being obtained for the samplers.

Mr. Massie reported that the Kinkora Home director, Mitch Himmelberger, has corrected the problem of foreign objects entering into, and clogging, the sanitary sewer lines. He thanked the Authority for sending the letter to Mr. Himmelberger asking for his cooperation.

Chairman Holman asked about Inflow and Infiltration (I&I) during rainy periods. Mr. Massie reported that flows into the Cove WWTP were as high as 120,000 gpd due to snowmelt and rain. Chairman Holman asked Jody Hoffman if there was any way to put an hour meter on a grinder pump to measure running time. Mr. Hoffman replied that he could probably fabricate a meter. He was told that the Authority has easements to the grinder pumps.

Field Representative Report

Sam reported on grinder pump issues he had dealt with since the last meeting. He also reported that he had provided training to Jody Hoffman, the new Field Representative, who helped him replace and rebuild several water meters on the Sunshine Hill water system.

Jody Hoffman reported that he has received a number of complaints about the condition of the drinking water on Sunshine Hill. The Authority is aware of the problem and is working to solve it. There will be a public meeting on April 20th to discuss the problem with the customers.

Jody stated that his biggest concern is about residents who are responsible for the maintenance and repair of their grinder pumps. His business charges a deposit for the grinder pump core when he pulls the old grinder pump and installs a temporary replacement. His concern is with those owners who cannot afford, or do not want, to pay that deposit. Almost all the grinder pumps are located lower than the houses. If the grinder pump malfunctions and the owners remove the lid to avoid a repair charge, the sewage will run down the hill,

Master Meter Report

There was no master meter report during this transition period of job changes. FOAM will start preparing the reports for the future.

Penn Township Supervisor (PTS) Report

There was no PTS report.

Solicitor Report

Perry County Beer Sewer Connection

The Solicitor has been in contact with a representative from Norfolk Southern concerning connection of Perry County Beer to the sanitary sewer. The representative was told that this issue needs to be resolved. If he receives no response within two weeks, the Solicitor will contact him again.

Sheriff Sale Issues

The Solicitor reviewed the delinquent accounts list. Every account with a delinquency of \$850.00 was discussed, along with the action to be taken, with the exception of those customers who have filed for bankruptcy.

Treasurer Report

Delinquent Accounts

The list of accounts delinquent as of February 29, 2016 was reviewed. Water delinquencies total \$19,210.66. Sewer delinquencies total \$94,332.94. 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 Novinger/Knaub motion to approve payment of the February 29, 2016 invoices totaling \$53,197.32. Motion passed unanimously.

Financial Report

After review, there was a Novinger/Kocher motion to approve the Financial Report for February 29, 2016, subject to audit. Motion passed by unanimous vote of the Authority. The February 29th balance of all accounts was \$214,819.46. However, \$3812.28 is earmarked for escrows, and \$102,890.06 is earmarked for future projects. \$106,911.29 is available for capital projects – major expenses for equipment failures and replacement of infrastructure – and operating expenses.

2015 Metered Sewer Audit

Susan presented for Authority review a spreadsheet showing the amount of EDUs purchased for non-residential properties versus the amount actually used in the past four quarters. Several questions that were raised last month were answered. One was a typographical error; the other was a change in business names to make it easier to understand.

A question was raised about why there has been no water usage at the new Morrison Construction headquarters for the past year. The Executive Secretary will send Mr. Morrison a letter, asking him to contact the office to schedule a time for the Field Representative to make a site visit to inspect the water meter connection.

Executive Secretary Report

There was no Executive Secretary Report.

JOAC Meeting

The JOAC meeting will be held Monday, March 14th, at 6:30 p.m., in the Penn Township Municipal Building.

Old Business

1109 State Road

This will remain as an agenda item as a reminder that the on-lot septic system must be abandoned before the property can be occupied.

Waiving of Penalties

This discussion will be continued next month. Susan will calculate the amount of penalties involved.

New Business

Permission to Dig Wells

A Sunshine Hill water system customer had previously questioned if he could dig a private well and disconnect from the public water system. At the present time the Township has an ordinance in place that requires any residence within 150' of a public water supply line to connect to the line. This ordinance would need to be amended. There will be no further discussion on the digging of private wells until all remedial options have been exhausted.

Stone Mill Estates

The Authority reviewed a timetable from Yingst Homes, Inc. for the phase construction of 74 new homes in Stone Mill Estates. The developer is planning to have Phase One, 27 single-family homes, in place by June 2017. Phase 2, 20 single-family homes, will be in place by June 2021. Phase 3, 27 single-family homes, will be in place by June 2024. The developer's engineer, Todd Wilson, has requested an informal discussion of this timetable. Jim and Elmer will contact him to schedule a meeting.

Water Inter-connection with Duncannon Borough

Elmer and Jim reported that they had met with the Borough's Utility Committee and Borough Manager for a preliminary discussion on combining water resources. It is expected that more discussion will be held.

SEDA-COG Letter

Dan Greene of SEDA-COG had sent a letter noting that Duncannon Borough had received \$750,000.00 in grant money, and acknowledging that the Authority's water system was out-dated. He

asked if there was any interest in a meeting with the Authority, Penn Township Supervisors, and SEDA-COG representatives to discuss a joint project with Duncannon Borough. Jim will call Mr. Greene and see what help SEDA-COG can provide.

Adjournment

With all business completed, a Kocher/Novinger motion for adjournment was made at 9:20 p.m. Motion passed by unanimous vote.

Susan E. Long
Recording Secretary