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

November 2, 2016

The Penn Township Municipal Authority (Authority) met on Wednesday, November 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, III, Chairman
Jim Kocher, Vice-Chairman
Elmer Knaub, Secretary
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, Plant Operator, Facility Operation And Maintenance, Inc. (FOAM)
Jim Delaney, FOAM
Keith Shanahan, Culligan

Visitors present:
Ed and Laura Tietje
Andrea Harvath

Minutes

Upon a Kocher/Auxt motion, the Authority voted to approve the October 5, 2016 minutes as presented.

Visitors

Ed and Laura Tietje, 20 Eisenhower Blvd.

Mr. Tietje was present to discuss the condition of the water on Sunshine Hill. He stated that he knows that the Authority is working on the problems, but expressed his dis-satisfaction over the poor quality and pressure of the water, bringing a sample of his water and the result of using it to do laundry. Working with Jody Hoffman, the Authority's Field Representative, he has learned that the branch line from the curb valve to his house is almost completely closed as a result of corrosion. Jody stated that most of the complaints he receives are related to low pressure due to clogged branch lines.

Chairman Holman noted that Mr. Tietje's house, like so many others in that development, was built in the mid 1950's. He noted that it is not unusual for pipes to corrode during 60 years of use. Mr. Tietje is aware that the property owner is responsible for the branch line from the curb box and his house, and will replace it; he continues to be concerned that the new pipe will also corrode because of the iron and

manganese in the water. He also noted that when the Authority flushes the water mains, it has no effect on his water.

Chairman Holman explained that a thorough flushing can not be done with the current water system. There are not enough flushing points, and there is not enough flow entering them. He explained that because of the limited water storage, flushing drains the two 1,500-gallon storage tanks. The process then has to stop so that the tanks fill and pressure is built up. A complete flushing takes three days. He added that the process is further hindered by a DEP mandate. The Authority was required to install a flow restrictor, which limits the amount of flow and the pressure the flow is under.

It was noted that the Authority is aware of all the problems the customers are having. Unfortunately, a new water system with a 150,000-gallon storage tank, a treatment facility, and new lines with additional flushing points carries a price tag of over $1,500,000.00, an amount the Authority can not afford. There is a possibility that grant money will be given to the Authority if the Authority's and Borough's water systems can be inter-connected. There are still a lot of unknowns and details to be worked out before any money is received.

Mr. Tietje stated that he would like to drill a well, but knows that is not allowed. Chairman Holman responded that the Township has a mandatory water connection ordinance that would have to be rescinded to allow individual wells. He also noted that, as owners drilled wells and left the system, the customer base would decrease, and rates for the remaining customers would increase sharply.

In an attempt to limit the discoloration of water, Sam suggested that the 4-log system at the top of the hill be flushed monthly until such time that it could be reduced to bi-monthly.

It was the consensus that Jody will install a lockable frost-proof yard hydrant close to Mr. Tietje's house as an additional flushing point. This will be done at the Authority's expense, and the Authority will keep the key to the hydrant. There was a Holman/Auxt motion that a property easement be drawn up to allow the Authority access onto Mr. Tietje's property. Motion passed unanimously. The Solicitor will draw up the easement.

Mr. Tietje will pay to have the branch line between the curb box and his house rodded-out and a one-inch HDPE pipe inserted. The Authority's *Rates, Rules, and Regulations* (R&Rs) call for the use of type K copper piping for its lines. However, the branch line is the responsibility of the homeowner. There was a Kocher/Auxt motion to change the R&Rs to allow the use of either type K copper of HDPE 200-psi piping as a branch line.

Andrea Harvath, Butchershop Road

Mrs. Harvath also brought samples of her water. She had questioned why there had been no "Biol-Water Advisories" sent to the customers, and had been told that the water, though dirty, was still safe to drink. She now challenged any member to drink it. Sam took the challenge. He then told her he did so to prove it was drinkable, but stated firmly that he did not approve of water like that being supplied to any of the customers.

Another problem Mrs. Harvath discussed was her excessive water pressure. It was explained to her that her elevation is a lot lower than the other customers. The lower the elevation, the higher the pressure. The Authority suggested that she install a pressure-reducing station, but did not feel that it was their responsibility to pay for it. Jody will make an effort to flush the Butchershop Road point when he is in the area, to help maintain clarity of her water. Chairman Holman requested that Mrs. Harvath continue coming to the meetings to let them know whether water quality is improving. In the meantime, if her water is discolored, she should continue to run it off until it is clear.

Keith Shanahan, Water Operator

Keith reported that Kristine Metzger, a water supply specialist at PA DEP, had received a complaint from a Sunshine Hill water system customer. He was present to discuss the complaint, summarized as follows.

1. Water is consistently brown, staining clothes, and has been going on for years. Many customers have these same issues and cannot get a response when they log complaints.
2. Some of the mobile homes on the system reportedly run water all the time in winter to keep pipes from freezing, causing low water pressure for neighbors.
3. Complainant is concerned that not all water customers are receiving public notice when they are issued by phone.

Regarding the first complaint, all complaints submitted to the office are forwarded to Jody, who contacts the complainant. Regarding the third complaint, phone notifications are made to every customer whose number is on file. There are several customers who have asked to be removed from the list. In the other cases, the customer is not providing the information to the office.

Ms. Metzger requested that Keith investigate the complaints, document raw water quality sample results, distribution water quality sample results, and pressure surveys and submit a report of his findings to the Township and PA DEP within 30 days.

Keith has started to gather the requested information and will submit it to Ms. Metzger. Executive Secretary Karen Rhinehart has provided him with complaints that she has received over the past several years. Any future complaints that Jody receives will be forwarded to both Karen and Keith. Keith is also compiling the sampling results. Regarding the pressure surveys, there is a pressure gauge in the pump house – the highest elevation in the system. Pressure gauges could be installed at the flushing points but cannot be put on houses because the Authority does not have the right to enter private property. Jody noted that almost all the low-pressure complaints he receives are due to clogged branch lines. Keith will be notified anytime any of the lines are flushed.

Ms. Metzger also requested that Keith check the Authority's records to see what sampling has been done in the distribution system for iron and manganese levels. She is under the impression that was supposed to be done but has no record of the results being sent to PA DEP. This issue was now discussed. The Authority has no record of any agreement to test for iron and manganese (which is not required under our present Operation Permit). Neither do the members ever remember past discussions that the levels would be monitored.

Operator Report

See the written report dated November 3, 2016. The following are the major items discussed.

Kinkora WWTP

The refrigerated composite sampler and weather-proof enclosure have been installed. There is a problem with the signal wiring between the flow meter in the control building and the sampler, which FOAM is working on.

Sunshine Hill Water System

On 10/21 it was discovered that the system was pushing excessive amounts of water. A number of personnel performed a visual search and used leak detection equipment, but were never able to find the source of the leak. On 10/23 the effluent flow rate was back to normal. The continual running of the pump caused the chemical feed pumps to also run continually, resulting in a large use of chemicals. Members and staff are hoping that the next water meter reading will provide the source of the leak.

Lower Duncannon and Cove Pump Stations

The automatic telephone dialers have been reprogrammed with FOAM's contact numbers.

Cove WWTP

Prices are still being obtained for an alarm telemetry system.

Engineer Report

See written report dated Novemeber 2, 2016. The following are the major items discussed.

Sunshine Hill Water System PA DEP Consent Order (Order)

PA DEP has decreed that Well #1 must be physically disconnected, with the water line capped. Disconnecting the electrical wiring and source will not be enough. If, in the future, Well #1 is needed for emergency purposes, a permit will be needed before it is put in use.

Chairman Holman will make a site visit to decide how to stabilize the water lines in the pit, to prevent the possibility of complete failure if they are disturbed while capping them off.

Mike Ward (MW2, Inc.) Sewer Extension Project

The Engineer reported that he electronically accessed the flow meter readings for MW2 from August 1st through October 30th. During this period the flow averaged 2,623 gpd, equivalent to 17.49 EDUs. Mr. Ward had purchased capacity equal to 10 EDUs. Based on his evaluation, the Engineer feels that there is inflow and infiltration (I&I) in the MW2 system and that the number of EDUs used is increasing each month.

Mr. Ward told the Solicitor that he feels there is a storm water problem coming from Schoolhouse Road which is flowing over his grinder pump lid. (This is not a flood-plain pump and does not have a bolt-down lid.)

The Engineer will continue monitoring the readings to get further documentation. The Solicitor was asked to write to Mr. Ward to invite him to the next meeting He will also inform him that there is I&I in his system that must be corrected, and that legal action will be taken if not corrected. The Solicitor will also remind Mr. Ward of his delinquent tapping fee installation payments and his over-drawn escrow account.

Field Representative Report

Jody's comments were made earlier in the meeting.

Master Meter Report

The master flow meter report was included in the Correspondence Folder for the members' review.

Penn Township Supervisor (PTS) Report

There was no report.

Solicitor Report

Perry County Beer

The Solicitor reported that building owner Joe Filippone is still on track to connect Perry County Beer to the sanitary sewer by December 31, 2016.

1109 State Road

The Solicitor stated that PNC Bank is aware that the septic tank on the property at 1109 State Road needs to be abandoned. The Bank had put the property up for auction on-line, but he is having a hard time finding out the results.

1306 State Road

This property is listed for sale. The Solicitor will contact the realtor and inform them that the new owner will be responsible for maintenance and repair of the grinder pump.

Delinquent Accounts

The Solicitor reviewed the list of accounts delinquent as of November 30, 2016. He noted that several accounts will be listed on the next Sheriff's Sale docket. Water delinquencies total $19,366.90. Sewer delinquencies total $84,365.37. 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/Kocher motion to approve payment of the October 31, 2016 invoices totaling $68,537.52. The motion also included approval of a check to Dennis Shatto in the amount of $879.50. This check will appear on next month's expenditure's list. Motion passed unanimously.

Financial Report

After review, there was an Auxt/Kocher motion to approve the Financial Report for October 31, 2016, subject to audit. Motion passed by unanimous vote of the Authority. The October 31st balance of all accounts was $191,227.81. However, $1,956.58 is earmarked for escrows, and $76,541.36 is earmarked for future projects. $111,269.04 is available for capital projects – major expenses for equipment failures and replacement of infrastructure and $1,541.83 is available for operating expenses.

Executive Secretary Report

Sewer Abatements

Two sewer abatement requests were received. One was for a property at 2 Watershed Drive that has been vacant for a year, is up for sale, and the Borough has been requested to shut off the water. The second was for a property at 1614 State Road. The owner has passed away and the property is going through a reverse mortgage process. In both cases, the accounts are current. There was an Auxt/Kocher motion to grant both requests for one year, or until the properties are sold, whichever comes first. Motion passed unanimously.

JOAC Meeting

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

Incoming/Outgoing Correspondence

The Correspondence folder was reviewed individually during the meeting. Members are to let the office know if they want a copy of any item of correspondence.

Periodicals

The newest periodicals are put on the table for the members to take. Leftover periodicals are discarded after the meeting.

Old Business

Old business was discussed earlier in the meeting

New Business

Elmer Knaub Re-Appointment

Upon a Kocher/Holman motion, it was voted to send a recommendation to the PTS that Elmer Knaub be re-appointed to the Municipal Authority for a five-year term through December 31, 2021.

2017 Financial Budget

Susan presented a draft budget for the members' review. She was requested to recalculate the budget by eliminating the uncollectables, and resubmit it to the members.

Delinquencies

The Authority's delinquencies have been the cause of decreased revenue and are keeping the Authority from making needed repairs and improvements to the system. Starting in January, the Authority will go public with its delinquency list monthly. It is also going to investigate legal means of terminating sewer and water service to the worst offenders. Jim was requested to draft a letter to be sent to the delinquent customers.

Susan was asked to draft a letter to be sent to the rate payers that operating costs are up, revenue is down and a $10/month sewer rate increase will be implemented with the adoption of the 2017 budget.

Resignation of Sam Auxt

The Authority accepted, with regret, the resignation of Sam Auxt effective December 31, 2016. Members were asked for suggestions to forward to the PTS for his replacement.

Adjournment

With all business completed, an Auxt/Kocher motion for adjournment was made at 9:25 p.m. Motion passed by unanimous vote.

Executive Session

The Authority went into executive session immediately after adjournment to discuss legal issues. No decisions will be made during the session.

Susan E. Long

Corresponding Secretary