

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

March 1, 2017

The Penn Township Municipal Authority (Authority) met on Wednesday, March 1, 2017 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
CeCe Novinger, Asst. Treasurer

Professional staff present:

Dennis J. Shatto, Solicitor
Randy Bailey, P.E., WM. F. Hill, Engineer

Authority staff present:

Susan Long, Treasurer, Recording Secretary
Jim Delaney, Facility Operation And Maintenance, Inc. (FOAM)
Lew Massie (FOAM)

Visitors present:

Russell Wertz

Executive Session

An Executive Session was held at 6:30 p.m., immediately prior to this meeting, to discuss personnel and finance.

Minutes

Upon a Novinger/Knaub motion, the Authority voted to approve the February 1, 2017 minutes as corrected, and the February 15, 2017 minutes as presented.

Visitors

Visitors were either on the agenda or did not wish to speak.

Engineer Report

See written report dated March 1, 2017.

Sunshine Hill Water System PA DEP Consent Order (Order)

On February 18th, well #1 was physically disconnected from the water system. On February 22nd, PA DEP informed Engineer Randy Bailey that the disconnection had met the requirements of Special Condition #1 in the Order dated September 26, 2016.

The Operator was asked to disconnect the electrical wiring from the well pump, since it is no longer needed.

Elmer thanked Chairman Holman and his brother for the repair of the leak at the water storage tank on Thursday, February 23rd.

Chairman Holman announced his desire to be pro-active before there is a water storage tank failure. He is going to make a drawing of temporary tanks, piping, and pressure gauges that would be needed in an emergency. He will then take his drawings to PA DEP to see if they would approve the concept. If PA DEP seems amenable, he will then have the Engineer put his seals on the drawings and submit them to PA DEP.

Chairman Holman and Jim have volunteered to do the water line flushing on Sunshine Hill. They are going to contact the former Operator and Field Representative to find out the locations of the flushing points. Once this has been done, further plans will be made.

Mike Ward (MW2, Inc.) Sewer Connection Project

MW2 has paid for 10 EDUs, but according to monitoring statistics from August 1st through February 22nd, has been discharging an average of 29 EDUs. His highest daily discharge was equivalent to 36 EDUs.

As requested, the Solicitor contacted Mr. Ward about the Authority's desire to install a water meter to monitor his water usage. Mr. Ward responded that there were so many water pipes he did not know which one should have the meter attached. The Solicitor will contact Field Representative Jody Hoffman and have him contact the property manager on the site to determine what size meter will be required. The Solicitor will also contact Mr. Ward about the amount of his sewer delinquency and inform him that a payment is due.

Perry County Beer Sewer Connection

The Engineer reported that the design information submitted by the owner's engineer was incomplete. Chairman Holman expressed his concern that the specifications submitted should be kept simple to keep connection costs down for the owner. The Authority will be responsible to obtain a PA DOT highway occupancy permit, as some of the work will be done in their right-of-way.

Cove Chapter 94 Report

The Engineer reviewed the annual Chapter 94 Report for the Cove wastewater treatment plant (WWTP). He summarized that the WWTP was operating within its permitted limits, that there are 391 EDUs connected to it, and that the pump station is in excellent working condition. New connections for 2017 will include at least two connections on Susquenita Hills and the additional EDUs required for the MW2 project. Upon a Knaub/Novinger motion, the Authority voted unanimously to approve the Chapter 94 report for the Cove WWTP.

Supplemental Chapter 94 Report for the Duncannon Borough (Borough) WWTP

Upon a Kocher/Knaub motion, the Authority voted unanimously to approve the information to be submitted to the Borough, contingent upon the Engineer's review/approval of documents not yet available.

Phosphorus Levels Entering Borough WWTP

During a sampling of the flow through manholes entering the Borough WWTP, it was discovered by Borough employees that the flow at the manhole at Maguire's pump station and at Borough manhole #44 (coming down SR 274) had high levels of phosphorus. This will be further discussed at the March 16th JOAC meeting.

Pump Station on Inn Road (Tubby's)

There have been problems with the Tubby's pump station. It appears that plastic tampon applicators are continually jamming the pumps. The Engineer was asked to review the suitability of replacing the existing Barnes pumps with E-One grinder pumps. His response was that the E-One grinder pumps would be more cost effective.

Operator Report

See the written report dated March 1, 2017.

Lew Massie of FOAM briefly reviewed the report. He noted that all facilities performed satisfactorily during February and were operated within the PA DEP permit limits. He then reviewed maintenance and corrective repairs that were performed in February. These can be found in the written report.

Field Representative Report

There was no report.

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

Delinquent Accounts

The Solicitor reviewed the list of accounts delinquent as of February 28, 2017. He noted the accounts that will be listed on the April Sheriff's Sale docket. He also noted that the cost of each filing with the Sheriff's office has increased from \$750.00 to \$2,500.00. Water delinquencies total \$21,969.17. Sewer delinquencies total \$80,079.27. The Authority will continue to follow its procedure for filings with the District Judge and the Perry County Prothonotary.

Treasurer Report

Invoices and Expenditures

Susan noted that the invoices for both the Operator and Field Representative were received after the financial reports were printed. She asked that those checks be signed and stated that the check numbers and amounts would appear on the March 31st report. After review, there was a Novinger/Knaub motion to approve payment of the February 28, 2017 invoices totaling \$56,661.47. Motion passed unanimously.

Financial Report

After review, there was a Novinger/Knaub motion to approve the Financial Report for February 28, 2017, subject to audit. Motion passed by unanimous vote of the Authority. The February 28th balance of all accounts was \$191,308.48. Of this, \$74,825.94 is earmarked for escrows and future projects, leaving an available balance of \$116,482.54.

Executive Secretary Report

There was no report

JOAC Meeting

The JOAC meeting will be held Thursday, March 16th, at 6:30 p.m., in the Duncannon Borough Office at 428 High Street.

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

Abatement of 29 Mountain Street

A letter was received from Charles Morrison asking for a sewer abatement for the property at 29 Mountain Street. The property is uninhabited and the Borough shut off the water to the property in July 2016. This was confirmed by the Borough on February 2, 2017. Upon a Novinger/Kocher motion, the Authority voted unanimously to grant an abatement of sewer charges until the water is turned back on. Office staff will periodically check with the Borough to make sure the water has not been re-connected.

Grinder Pump Ownership

Susan had previously noted that the Authority spent \$57,343.00 to repair grinder pumps in 2016 and noted that it would be increasing every year. She had asked the Authority to consider turning over ownership of the pumps to the property owners.

After discussion tonight, and upon a Holman/Knaub motion, the Authority voted unanimously to turn over all ownership of the grinder pumps to the property owners by December 31, 2017. A letter will be sent to the property owners giving them the timeline for ownership change. From April 1st through June 30th, the Authority will assume all financial responsibility for repairs to the grinder pumps, except in cases of negligent use. From July 1st through December 31st, the Authority will assume financial responsibility for all parts needed for repairs, but the property owner will be financially responsible for all labor costs. On January 1, 2018, the property owner will become completely responsible for future maintenance and operation of the grinder pump on his property. When a grinder pump needs to be removed for repair, the Authority will provide a loaner pump for a maximum of thirty days.

Authority Vacancy

Upon a Novinger/Knaub motion, the Authority voted unanimously to send a letter to the PTS, recommending that the PTS appoint Russell Wertz, 1464 State Road, to fill the un-expired term of Sam Auxt.

OmniSite Remote Telemetry Unit

It was earlier noted by Lew Massie that the cost of an OmniSite remote telemetry unit to monitor the Cove WWTP would cost approximately \$3,000.00. Chairman Holman will contact Lew and see if he can obtain a more accurate cost. The Authority will take action at a future meeting.

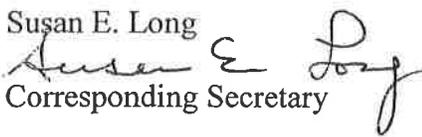
Stone Mill Estate

The developer had previously supplied a timetable stating that he expected seventeen homes to be built in Stone Mill Estate in 2017. However, the Authority has neither seen nor approved a water or sewer design for the development. It was the consensus to send a letter to the PTS, asking for the current status of the Land Development plan, the Zoning Officer report, what the Planning Commission has approved, and what is needed from the Authority before construction can take place.

Adjournment

With all business completed, a Novinger/Kocher motion for adjournment was made at 9:15 p.m. Motion passed by unanimous vote.

Susan E. Long

Handwritten signature of Susan E. Long in cursive script.

Corresponding Secretary