

The meeting was brought to order by Chairman John Pennebaker at 6:00 p.m. It was followed by the Pledge of Allegiance.

The following members were present:

John Pennebaker, Chairman
Donald Plourde, Secretary
Mark Panassow, Treasurer

Dale Kreider, Vice Chairman
Steven Oliver, Assistant Secretary

The following staff were present:

Tom Long, Solicitor
Chris Hannum, Engineer
Scott Galbraith, Public Works Director
Jennifer Rabuck, Administrative Secretary

Public Input – None

Minutes – Member Kreider moved to approve the minutes from May 5, 2016 second by Member Panassow. Motion carried.

Treasurers' Report

Financial Statement - Fund 9A & 9B Revenue & Expenditure Statement Month Ending 05/25/16
Fund 09 Revenue & Expenditure Statement Month Ending 05/25/2016
Account Balances as of 05/25/16 total \$1,854,694.87

Requisitions

Member Kreider moved to approve Requisition #06-2016 in the amount of \$50,421.19, seconded by Member Plourde. Motion approved unanimously.

Correspondence/Reports

1. Board of Supervisors' Meeting Minutes 04/12/16
2. Planning Commissions' Meeting Minutes 04/19/16

Engineer's Report

Colebrook Treatment Plant Update

- Bog turtle inspection is completed and no bog turtles were found. This should simplify the overall process of modifying permits for the force main.
- Based upon PA DEP comments an expanded delineation of the wetlands was completed. This may require modification of the force main.
- Temporary power has been brought to the site.
- Excavation for all of the structures except for the UV building has been completed. The contractor has been able to keep the soil on site which has been challenging because of the infringement of wetlands.
- Entech has approved the application for payment No. 3
- The contractor has initiated under slab piping and conduit.
- Entech has requested a 90 day extension of the Consent Order and Agreement (COA) due to time lost for wetlands issues.
- There have been issues regarding securing the site. Entech initiated changes in daily responsibility's to remedy the situation.

Entech is in the process of finalizing the NPDES permit renewal for the Colebrook Facility. This application is due to the PA DEP by the end of June.

Engineer Hannum noted that there were two instances where the Colebrook Treatment Plant was left unsecured. He noted that the contractor will be installing fencing and a camera system.

Solicitor's Report

Solicitor Long had nothing to report

Old Business

1. Update on collections – As of 05/25/2016
 - a. Since regular collections letters were mailed 05/06/2016, \$10,069.13 has been received.
 - b. Since demand collections letters were mailed 05/06/2016, \$15,878.77 has been received.
 - i. Of that, 4 accounts were paid off completely (\$9,537.77)
 - ii. 20 Payment Forbearance Agreements have been issued
 1. With 7 being returned signed

It was decided that any accounts that had not contacted the Township would be filed against at the District Justice's office.

New Business

Mr. Galbraith noted that the Township is proposing to install a community garden at the Campbelltown West Facility in the grassy area. He stated that there would be no cost to the Authority as the Township would pay for the installation of a water hand pump that is estimated to cost \$1,000.00 as well as the garden area. Mr. Galbraith stated that he did have some concerns regarding liability in which the township stated that the insurance should not increase at all but he still has some liability concerns if someone gets injured on the property.

Solicitor Long suggested having the Township Solicitor drawn up a year to year lease for the area.

Moved by Member Kreider, seconded by Member Panassow to allow a community garden to be installed at the Campbelltown West Facility at an agreed upon area conditioned upon a year to year lease for \$1.00 drawn up by the Township Solicitor and reviewed by the Authority Solicitor. Installation and any costs associated with the installation as well as ongoing maintenance will be the Townships responsibility. Motion approved unanimously.

Moved by Member Kreider, seconded by Member Plourde to authorize payment to Blooming Glen Contractors, Inc. for Application No 3 in the amount of \$16,385.20 as approved by Chris Hannum, Engineer, Entech Engineering. Motion approved unanimously.

Good and Welfare

Discussion regarding the CD that was cashed in was discussed. It was noted that staff will discuss the cash availability needed for the Colebrook Waste Water Treatment Plant with Dave Busch.

Adjournment

There being no further business Member Panassow moved to adjourn the meeting at 6:27 p.m. Seconded by Member Oliver. Motion approved unanimously.

Secretary