

**MUNICIPAL AUTHORITY**

**Municipal Building, 20 W Market Street, Campbelltown, PA**

June 1, 2017

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

Mark Panassow, Treasurer

Steven Oliver, Assistant Secretary

Dale Kreider, Vice Chairman

Donald Plourde, Secretary

The following staff were present:

Tom Long, Solicitor

Chris Hannum, Engineer

Scott Galbraith, Public Works Director

Samantha Smith, Administrative Secretary

**Public Input** – None

**Minutes** –Member Kreider moved to approve the minutes from May 4, 2017. Seconded by Member Panassow. Motion carried.

**Treasurers' Report**

Financial Statement – Fund 9A & 9B Revenue & Expenditure Statement Month Ending 5/29/17

Fund 09 Revenue & Expenditure Statement Month Ending 5/29/17

Account Balances as of 5/29/17 is \$1,999.893.99

Requisitions –

Member Kreider moved to approve Requisition 8-2017 in the amount of \$110,327. Seconded by Member Plourde. Motion carried.

**Correspondence/Reports**

1. Board of Supervisors' Meeting Minutes 4/11/2017.

**Engineer's Report**

Colebrook Treatment Plant Update

- Preliminary Report submitted by Chris Hannum dated 6/1/17

Campbelltown East Garage

- Preliminary Report submitted by Chris Hannum dated 6/1/17

**Solicitor's Report**

Solicitor Tom Long asked if there has been any payments received for Winter's sewer account, Secretary Smith stated no payments have been received.

**Old Business**

1. Sewer capacity (EDUs) available for the Palmyra School District in the existing township municipal building after it is abandoned by township administration. Director Galbraith stated he's received a returned call from the school district's attorney however they've been unable to speak to each other directly.

## **New Business**

1. Requisition Summary, January 9, 2015 \$3.5 Million
2. Member Kreider made a motion to award (3) EDUs based on the letter from Light-Heigel & Associates dated May 12, 2017 regarding HR Weaver Developers, LP. Seconded by Member Plourde.
3. Secretary Smith provided an update on delinquent sewer accounts with sample letter
  - a. Arvard Brown, letter
4. Suggestions for collections & examples from other townships from JSDC Law Firm & North Londonderry Twp
  - a. ACH Form & Credit Card Form for residents requesting automatic paymentsMotion made by Member Kreider to draft a Resolution outlining fees, collection process and water shut-off procedures. Seconded by member Panassow.

**Good and Welfare** – none

## **Adjournment**

There being no further business, Member Panassow moved to adjourn the meeting at 7:15 p.m. Seconded by Member Plourde. All were in favor.

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Secretary