

**ANTRIM TOWNSHIP MUNICIPAL AUTHORITY**  
**MEETING MINUTES OF JULY 30, 2018**

The Antrim Township Municipal Authority met Monday, July 30, 2018 at 7 p.m. in the Antrim Township Municipal Building, 10655 Antrim Church Road, with the following members in attendance: Michael Smith, Rodney Eberly, Chad Murray, Rodney Rose and Tim Kershner. Linus Fenicle, Solicitor and Roger Nowell, Public Works Director were in attendance. Audience members included Tina Gipe, John Alleman and Dennis Crabill.

Chairman Smith called the meeting to order at 7:00 p.m. and announced that the meeting was being audio recorded.

A Murray/Eberly motion passed 4-0-1 (Rose abstained as he was absent from that meeting) to approve the meeting minutes of June 25, 2018.

A Murray/Eberly motion passed 5-0 to approve the payment of bills from the Water Fund.

A Murray/Rose motion passed 5-0 to approve the payment of bills from the Capital Improvement Fund.

A Murray/Rose motion passed 5-0 to approve the payment of bills from the Repair and Improvement Fund.

There were no bills for the Project Fund.

A Murray/Rose motion passed to approve the transfer of the second quarter tap fees in the amount of \$176,685.60 from the Project Fund (99) to the Capital Improvement Fund (97).

Tina Gipe of Boyer and Ritter, Certified Public Accountants and Consultants was in attendance to review the ATMA's Financial Report for 2017. Gipe went over the report and asked if there were any questions. Boyer and Ritter believe the audit evidence they have obtained is sufficient and appropriate to provide a basis for an opinion that the financial statements referred to present fairly, in all material aspects, the financial position of the Authority as of December 31, 2017 and the respective changes in its financial position and its cash flows for the year then ended in accordance with the modified cash basis of accounting.

A Murray/Rose motion passed 5-0 to authorize the Chairman to sign the report to be submitted to the Department of Community and Economic Development (DCED) concerning the audit which was not available at the meeting.

Dennis Crabill of Buchart Horn was on hand to report that the drawings for Pump Station 13 will be available prior to the next meeting and that project is now complete.

The Shanks Church Road Sanitary Sewer Project is complete however, the roadway has pot holes and one owner is waiting to have restoration done on his yard. Crabill reported that he had talked to EK Services Inc., general contractor for the project, and they have supplied \$50,000 in an 18-month maintenance bond for anything that might need to be completed for this project. The Township will proceed with closeout documents for this project for the next meeting.

A Rose/Murray motion passed 5-0 to table **Matrix I-81 Logistics Center, Commercial Land Development Molly Pitcher Highway**, as there has been no new submittals.

A Murray/Rose motion passed 5-0 to approve a **1-lot subdivision for Dorothy Grove, Mason Dixon Road** as it is a lot addition and there will be no building on the property.

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A Murray/Eberly motion passed 5-0 to table **Hoffman 485 LLC, Land Development, Mason Dixon Road**, as there are no provisions for public water shown on the plan.

A Murray/Rose motion passed 5-0 recognizing a **1-lot Subdivision/Lot Addition for Ester Smith, Williamson Road**, as there is no public sewer or water available in the area.

An Eberly/Murray motion passed 5-0 recognizing a **1-lot Subdivision for Norman F. Kennedy, Phillipy Road** as there is no public sewer or water available in the area.

A Kershner/Eberly motion passed 5-0 to approve a Request for Planning Waiver/Non-Building Declaration for a **1-lot Subdivision/Lot Addition for Ester Smith, Williamson Road**.

A Kershner/Rose motion passed 5-0 to approve a Request for Planning Waiver/Non-Building Declaration for a **1-lot Subdivision for Norman F. Kennedy, Phillipy Road**.

A Murray/Rose motion passed 5-0 to approve a Request for Planning Waiver/Non-Building Declaration for a **1-lot subdivision for Dorothy Grove, Mason Dixon Road**.

An Eberly/Rose motion passed 5-0 to approve an exemption mailer for 3 Equivalent Dwelling Units for 4491 Buchanan Trail West. An inspection manhole will have to be installed as part of this project. There was no official plan for this land development, just a pre-submission.

The Deed of Dedication for Lot 5 Spring House Car Wash, for sewer lines and easement, was not available.

A Murray/Eberly motion passed to adopt Resolution 2018-07 to Permit and Regulate Public Comment at Public Meetings. The Board of Supervisors adopted Resolution 2018-301 and asked the Municipal Authority to also adopt a resolution.

Nowell showed examples of the new Water and Sewer GIS (Geographical Information Systems) maps recently prepared and being used by staff and noted that this was a great asset. Authority members agreed.

Nowell reported that he is seeking proposals for preparing calculations for new sewer and water tap fees. The last time this was done was a least 10 years ago. Once again Authority members agreed that it would not hurt to take a look at new calculations.

There was no representation as asked for by Authority members by the Builder that paid a tap fee for a resident at 911 Reid Road and is requesting the refund of that tap fee. The contractor for property owners at 911 Reid Road submitted a letter requesting a refund for the sewer tap fee that was paid for along with a building permit for an accessory structure to be built. Upon discovering that the setbacks submitted were in error by the contractor the project did not move forward as planned. Upon research it was determined that no office staff was aware of any refunds ever being made and that the land use permit has a statement on it that there will be **no** refunds issued for tap fees.

Following review of a modification request for the installation of another brand of grinder pump for a resident and approval of this modification, the Township's grinder pump agreement already states that the Township is not responsible for any brand of grinder pump installed by a property owner so no modification is needed.

An Eberly/Rose motion passed 5-0 to table a request for waiver of payment of a sewer bill at 1168 Olive Drive as the owner needs to apply for the waiver, not the Mortgage Company.

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Nowell reported a leak at pump station 5 two weeks ago with the repair made the next day with everything going smoothly.

An Eberly/Murray motion passed 5-0 to grant permission for A. Duie Pyle to connect to the Greencastle Area Franklin County Water Authority for water when their land development is approved for a warehouse and maintenance shop at 12248 Molly Pitcher Highway.

A Murray/Eberly motion passed 5-0 to approve a revised profile to the grade at the location of the water line extension and lower the water line 2 feet and move an air relief valve at Antrim Commons Business Park Lot 15 Ebberts Spring Court. This is due to meeting the required sight distance for PADOT at the intersection of Ebberts Spring Court and Milnor Road.

Nowell reported that the Well 2 Site for the water treatment plant is in need of an upgrade and he would like to convert the electrical control panel to Phase 3. He asked permission to include this upgrade in the 2019 Water Fund Budget as well as getting some fencing for security reasons and black top/concrete around the area. With Authority members in agreement, Nowell will proceed with getting estimates for the project.

In a week or so, Nowell will meet with Franklin County Conservation District for Erosion and Sedimentation and the contractor for the proposed UV upgrade at the wastewater treatment plant as part of the schedule for the project.

Nowell said that the GHD proposal for the Wastewater Treatment Plant Study, Capital Improvement Project (CIP) at a cost of \$419,500 is still on hold as staff and engineers are looking at increasing the plant flow capacity. Nowell suggested that the Authority pursue purchasing the adjacent property to allow a larger area for the upgrade. In the meantime, Nowell said there is one last push to see if more flow can be generated in the project while maintaining current limits.

Nowell reported that the final water sample has been submitted for the SOC violation at the Water Treatment Plant and now the testing will be submitted one time next year and then, with no violations, the testing will be required once every three years, which is the normal schedule for testing.

Nowell reported that right-of-way negotiations are ongoing for the Rocking M Lane water line extension with one property owner granting a 5- foot temporary construction easement through his property. Paperwork for this construction easement will be available for the next meeting.

Operations are going well at the wastewater treatment plant with Total Nitrogen projected to be in very good shape for the end of the year. Nowell said the plant is in good shape and discussions are ongoing about optimizing Biological Nutrient Removal (BNR).

Nowell reported the status of Pump Station 11 stating that a temporary control panel has been installed and is operational. Nowell asked the Authority to consider replacing the building that is there, fence in the property and replace the existing pumps.

On the water treatment side, Nowell reported that operations are going well, and that a leak had been reported at a residence and checked out by staff and determined to be the property owner's responsibility and was taken care of immediately.

Nowell reported that Taco Bell had paid their EDU (Equivalent Dwelling Unit) Reassessment.

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A Murray/Rose motion passed 5-0 the regular meeting was adjourned at 8:30 p.m. into executive session for the purpose of discussing acquisition of property.

A Rose/Kershner motion passed 5-0 the executive session was adjourned at 9 p.m. into regular session. Chairman Smith announced that a property acquisition was discussed in executive session with direction to be given to staff on how to proceed on how to proceed with the acquisition and to hold an August 13, 2018 worksession if necessary.

With all agenda items being addressed, a Murray/Rose motion passed 5-0 to adjourn the meeting at 9:04 p.m.

The next regular meeting will be held Monday, August 27, 2018 at 7 p.m. with a worksession scheduled for Monday, August 13, 2018, if needed.

Respectfully submitted,

Joyce A. Nowell  
Recording Secretary