

**HOWE TOWNSHIP MUNICIPAL AUTHORITY
319 NORTH FOURTH STREET
NEWPORT, PA 17074
REGULAR MEETING MINUTES
April 20, 2015**

Members present: Burd, Campbell, Sheaffer, Solomon, and Turner

Members absent: None

Guests: Josh Fox, Engineer & Dave Jones, Solicitor

The meeting was called to order at 5:32PM by Chairman Campbell

There were no public comments.

- 1. Secretary Burd presented the minutes of the March 16, 2015 meeting.**
- 2. Sheaffer moved, Solomon seconded, motion carried to approve the March 16, 2015 minutes.**
- 3. Treasurer Sheaffer presented the April treasurer report.**
- 4. Solomon moved, Turner seconded, motion carried to approve the April treasurer report.**
- 5. Secretary Burd distributed correspondence from various agencies.**
- 6. Solicitor Jones reported that PENNVEST would not pay legal fees without an enlarged scope of services agreement.**
- 7. Burd moved, Solomon seconded, motion carried to approve the scope of services agreement not to exceed \$20,000.00.**
- 8. Jones also presented an update on the position letter to the Newport Borough Municipal Authority. Oliver Township Supervisors approved being a party to the letter.**
- 9. The pump station on the Smith property was discussed. The site suggested by Smith is not a viable option. We need a valid offer for the next visit with Rob Smith.**
- 10. Shontz property, there is an issue with an undefined stream bank. It is best to keep the pump station location as initially proposed rather than moving it to the middle of the property.**
- 11. Cedar Realty wants to give the Authority an easement for the pump station, on their property. That is suitable for that station, will save money on not doing a sub-division there and can be applied to other sub-divisions.**
- 12. It is better to sub-divide and own the land for the Smith & Shontz stations.**
- 13. We will need an appraisal for all three properties as fee simple.**
- 14. Turner moved, Solomon seconded, motion carried to approve site on Smith property.**
- 15. Burd moved, Turner seconded, motion carried to approve site on Shontz property.**
- 16. Solomon moved, Turner seconded, motion carried to engage Larry Brodisch to conduct appraisal of Cedar Realty property, cost not to exceed \$1,800.00.**
- 17. Burd moved, Turner seconded, motion carried to engage Larry Brodisch to conduct appraisal of Smith property, cost not to exceed \$1,800.00.**
- 18. Burd moved, Turner seconded, motion carried to engage Larry Brodisch to conduct appraisal of Shontz property, cost not to exceed \$500.00.**
- 19. Campbell will speak with Brodisch regarding the guidelines of the engagements.**
- 20. Campbell will speak with Rob Smith to let him know we will be doing an appraisal to make him an offer.**
- 21. The Authority will request funds not to exceed \$4,100.00 from the Howe Township Board of Supervisors to cover the cost of the appraisals.**
- 22. Josh Fox led a discussion of the intersection of the Juniata Parkway and Red Hill Road. There are multiple water lines buried there.**
- 23. There is one estimate for \$9,600.00 to locate the lines. Fox will obtain a second estimate.**
- 24. HRG will recommend a 200 foot minimum distance for mandatory hook-ups.**

- 25. Fox reported that the WQM Part II permit has been submitted.**
- 26. HOP permit application discussion included how to handle traffic flow during construction.**
- 27. There are no application fees for Municipal Authorities.**
- 28. Motion by Solomon, second by Turner, motion carried to approve HRG as an agent for the Authority to apply for HOP permits. This was approved by Solicitor Jones.**
- 29. Fox reviewed the costs of the project. The estimated cost is \$8.3 million with a 15% contingency, \$1.9 million capacity costs for Newport Borough Municipal Authority. Not Included is monies from privately purchased capacity.**
- 30. There will be three construction contracts: sanitary sewer system, pump stations general, and pump station electrical.**
- 31. Solomon moved, Sheaffer seconded, motion carried to approve request #8 for HRG in the amount of \$42,227.54.**
- 32. W. Shortcut update: the line would be stubbed out at farm road at 34 for future connections on Kessler, Burd, Watson, and other properties.**
- 33. The RACP program was opened for revisions. There are no revisions for Howe Township. Awards to be made known before end of 2015.**
- 34. Solomon inquired if there was interest on behalf of the Authority for office space. There is interest from the Authority to have designated office space for records, plans, and associated materials.**
- 35. Burd moved, Turner seconded, motion carried to adjourn at 7:40PM.**
- 36. Next meeting May 18, 2015 at 5:30PM.**

Respectfully submitted,

**Charles Burd, Secretary
Howe Township Municipal Authority**