*Via electronic service only due to Emergency Order at M-2020-3019262*

**BEFORE THE**

**PENNSYLVANIA PUBLIC UTILITY COMMISSION**

Conyngham Township :

:

 v. :C-2021-3023624

 :

Sanitary Sewer Authority :

of the Borough of Shickshinny :

**PREHEARING CONFERENCE ORDER**

**FOR TELEPHONIC HEARING**

An initial telephonic prehearing conference in this case is scheduled **Wednesday,** **April 7, 2021, at 10:00 a.m.**

 The initial telephonic prehearing conference will be conducted by the undersigned presiding officer, **Administrative Law Judge Conrad A. Johnson**.

 To participate in the prehearing conference, you must dial the toll-free number listed below. You will be prompted to enter a PIN number, which is also listed below. You will be asked to speak your name and then the telephone system will connect you to the hearing. If you have any person(s) you want present during the conference, you must provide them with the telephone number and PIN number.

 **Toll-free Bridge Number: 1-866-566-0826**

 **PIN Number: 76982683**

**You must call into the prehearing conference on the scheduled day and time. You will not be called by the Administrative Law Judge.**

**You must participate in the prehearing conference. If you fail to do so, your case will be dismissed. Additionally, if you fail to participate in the prehearing conference you will be removed from the attached Service List.**

 The parties also are hereby directed to comply with the following requirements:

 1. You must email my Legal Assistant Nicholas Miskanic at nmiskanic@pa.gov a copy of any documents that you electronically **file** with the Secretary’s Bureau in this proceeding. If you email my legal assistant any documents or correspondence, you must also send a copy to all parties in this case. The current Service List (with available email addresses) is attached to this order. **The Commission presently does not have access to regular mail because our offices are closed due to the COVID-19 pandemic. Accordingly, all parties are encouraged to sign-up for efiling and eservice. Please visit the Commission’s website at** [**www.puc.pa.gov**](http://www.puc.pa.gov) **for instructions.**

 2. A request for a change of the scheduled prehearing conference date must state the agreement or opposition of other parties and must be emailed to **my legal assistant** and all parties no later than five (5) business days prior to the prehearing conference. 52 Pa.Code § 1.15(b). Email **my legal** **assistant at** nmiskanic@pa.gov with any request for a change of the prehearing conference date.  For your convenience, a copy of the Commission’s current service list of all parties (with available email addresses) is attached to this Order.  A change in the prehearing conference date may be granted for good cause shown.

 3. Commission policy promotes settlements. 52 Pa.Code § 5.231(a).At least one week before the scheduled prehearing conference the parties should talk over a **proposed litigation schedule** as well as a possible settlement of this case. Even if you are unable to settle this case, you may still resolve many questions or issues during your talks.

4. Due to the COVID-19 pandemic, Commission offices are currently closed, and I do not have access to regular mail. Therefore, if you intend to present any documents for my consideration during the prehearing hearing, you must email them to **my legal assistant** **at** nmiskanic@pa.gov.  You must also submit a copy of each document you submit to me to all parties in this case.  Your documents must be received by me and all parties at least five (5) business days before the scheduled prehearing conference.  As previously noted, a copy of the Commission’s current service list of all parties (with available email addresses) is attached to this Order.

**If you are unable to scan and email your documents**, please email **my legal** **assistant** for possible alternative arrangements.

5. This telephonic prehearing conference is a formal proceeding and will be conducted in accordance with the Commission’s regulations.

 6. Please review the regulations pertaining to prehearing conferences, 52 Pa.Code § 5.221- § 5.224, and in particular, § 5.222 which provides, in part, as follows:

 (a) To make possible a more effective use of hearing time in formal proceedings, … to otherwise expedite the orderly conduct and disposition of the proceedings and to serve the ends of justice and the public interest, it is the policy of the Commission to arrange for conferences between parties to the proceedings prior to the commencement of hearings.

 (b) The Commission, or the presiding officer may direct that a prehearing conference be held and direct the parties to the proceeding to appear to consider the matters enumerated in subsection (c). Notice of the time and place of the conference shall be given to all parties to the proceeding.

 (c) The following matters shall be considered at prehearing conference:

(1) The possibilities for settlement of the proceeding, subject to the approval of the Commission.

(2) The amount of hearing time which will be required to dispose of the proceeding and the establishment of a schedule of hearing dates.

 ….

(4) Other matters that may aid in expediting the orderly conduct and disposition of the proceeding and the furtherance of justice, including the following:

(i) The simplification of the issues.

(ii) The exchange and acceptance of service of exhibits proposed to be offered in evidence.

(iii) The obtaining of admissions as to, or stipulations of, facts not remaining in dispute, or the authenticity of documents which might properly shorten the hearing.

(iv) The limitation of the number of witnesses.

(v) A proposed plan and schedule of discovery which may include specific limitations on the number of written interrogatories and requests for admissions a party may propound on another party.

 (d) Parties and counsel will be expected to attend the conference fully prepared for a useful discussion of all problems involved in the proceeding, both procedural and substantive, and fully authorized to make commitments with respect thereto.

….

 (e) Failure of a party to attend the conference, after being served with notice of the time and place thereof, without good cause shown, shall constitute a waiver of all objections to the agreements reached and to an order or ruling with respect thereto.

(Emphasis added).

7. Each party must prepare and distribute a prehearing memorandum which sets forth a brief history of the proceeding, the issues you intend to present, a listing of your proposed witnesses and the subject of their testimony, and a list of any exhibits or documents you intend to present at the hearing in this proceeding on or before **4 p.m. on Wednesday, March 31, 2021**.

 8. Parties should review the regulations relating to discovery, specifically 52 Pa.Code § 5.331(b), which provides, *inter alia*, that “a party shall endeavor to initiate discovery as early in the proceedings as reasonably possible,” and 52 Pa.Code § 5.322, which encourages parties to exchange information on an informal basis. All parties are urged to cooperate in discovery, and advise the undersigned at the prehearing conference as to discovery problems which have not been resolved. There are limitations on discovery and sanctions for abuse of the discovery process. 52 Pa.Code §§ 5.361, 5.371‑5.372.

 9. Pursuant to 52 Pa.Code §§ 1.21 & 1.22, you may represent yourself, if you are an individual, or you may have an attorney licensed to practice law in the Commonwealth of Pennsylvania, or admitted *Pro Hac Vice*, represent you. **However, if you are a partnership, corporation, trust, association, or governmental agency or subdivision, you must have an attorney licensed to practice law in the Commonwealth of Pennsylvania, or admitted *Pro Hac Vice*, represent you in this proceeding.** Unless you are an attorney, you may not represent someone else. Attorneys shall insure that their appearance is entered in accordance with the provisions of 52 Pa.Code § 1.24(b).

 10. Parties are reminded that each party wishing to offer an exhibit into evidence is required to provide two copies to the court reporter, one copy to the presiding officer and one copy to each party of record. 52 Pa.Code § 5.409.

11. If you, or anyone you plan to call as a witness on your behalf, have a limited ability to speak or understand English or are deaf or hearing-impaired, a qualified interpreter can be provided upon your request. If you want an interpreter, please contact the

Scheduling Office at least ten (10) days before the scheduled rehearing Conference or Hearing to make your request.

Scheduling Office: (717) 787-1399

AT&T Relay Service number for persons who are deaf or hearing-impaired:

1‑800‑654‑5988



Date: March 8, 2021

 Pennsylvania Public Utility Commission Office of Administrative Law Judge Piatt Place, Suite 220 301 Fifth Avenue Pittsburgh, PA 15222 Telephone: (412) 565-3550 Fax: (412) 565-5692

**C-2021-3023624 - CONYNGHAM TOWNSHIP V. SANITARY SEWER AUTHORITY OF THE BOROUGH OF SHICKSHINNY**

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