

**Minutes of the Meeting  
of the  
Collegetville-Trappe Joint Public Works Department**

**Collegetville Borough Hall  
Collegetville, Pennsylvania  
November 20, 2019**

Chairwoman Johnson called the Collegetville-Trappe Joint Public Works Committee meeting to order on the above date at 7:18 PM. Members present were Mrs. Johnson, Mr. Strauss, Mrs. McKinney, Mr. Traupman and Ms. Perlin. Mr. Mann was absent. Also present were attorneys Dan Grieser of Kilkenny Law, LLC, and Tony Ciuca of Hladik, Onorato & Federman, LLP, and the engineer, Matt Boggs, of Entech Engineering and the Director, Joseph Hastings.

The members stood for the Pledge of Allegiance to the Flag.

**MINUTES:**

Mr. Strauss made a motion to approve the meeting minutes of October 22, 2019, Mrs. McKinney seconded the motion and it passed unanimously.

**PUBLIC INPUT:**

There was no public input.

**ENGINEERING REPORT:**

Mr. Boggs presented the Engineer's Report to the committee and is attached herewith.

The engineer reported there is no update on the 199 W. Third Avenue project.

Mr. Boggs stated that the GIS model for both the sewer and water is anticipated to be completed by the December meeting.

**TREASURER'S REPORT:**

The Treasurer Ms. Perlin presented the check register which is attached herewith. The beginning balance on the Customers Bank's check register as of October 21, 2019 was \$77,161.28, deposits were \$87,203.31, and disbursements were \$99,892.86, leaving an ending balance of \$64,471.73 on November 18, 2019. Ms. Perlin made a motion to approve check numbers 17223 through 17261, all EFTs and journal entries. Mrs. McKinney seconded the motion and the motion passed unanimously.

Ms. Perlin presented the 2020 preliminary budget for discussion. It was stated the interest income on the budget was based on October's investment performance and that is the largest variable on the budget with interest rates being so volatile this past year. The Director noted that our auditor suggested that this body's goal be generating an operating income of 10% of the operating revenue. It was noted that the water rates were last raised in January 2017. The rate increased from \$3.50 to \$4.10 per 1000 gallons. A conversation ensued about rate increases. Mrs. McKinney noted that annually smaller increases are easier for families to adapt to than a larger when you are forced to catch up.

Mrs. McKinney motioned to recommend to both Boroughs to adopt a resolution to increase the water rate from \$4.10 to \$4.25 per 1000 gallons, effective January 1, 2020, at their next meeting. Mr. Traupman seconded the motion and the motion passed unanimously.

Ms. Perlin reviewed the other financial reports which are attached herewith.

**DIRECTOR'S REPORT:**

Mr. Hastings presented the Director's Report to the Committee and is attached herewith. The Director detailed the water main repair on Russell Circle. Mr. Hastings reported receiving a notice of a 6% increase from Styer and Associates for the upcoming 2019 Audit. The cost will increase to \$7,250 from \$6,840. Half of the increase is a result of the extra work required under GASB Statement No. 87 for our cell site leases. Mr Strauss made a motion to engage Styer & Associates for the 2019 Audit in the amount of \$7,250. Mrs. McKinney seconded the motion and the motion passed unanimously.

**SOLICITORS' REPORT:**

Mr. Greiser reported that Collegeville's easements have been recorded. Mr. Ciuca reported that Trappe has also sent everything in to be recorded except for the Well #8 Electric Easement. The Director stated it needs be done before the end of the year for auditing purposes.

Mr. Strauss made a motion to approve the Business Reports, which was seconded by Ms. Perlin. The motion passed unanimously.

**OLD BUSINESS:**

The Director stated that he received a copy of the DEP disapproval of the Trappe Perc Remediation plan dated September 23<sup>rd</sup>, which stated three deficiencies.

Mrs. Johnson reported Trappe Borough's position on funding the salt shed project. Mrs. McKinney reported Collegeville has not yet agreed to move forward with the project. A discussion about all the options ensued.

**NEW BUSINESS:**

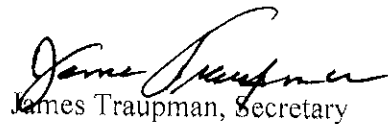
Mrs. McKinney invited all present to the of Montgomery County's Boroughs Association Christmas dinner on December 12<sup>th</sup>.

The meeting was adjourned at 8:15 PM to an executive session for legal and personnel matters.

Respectfully submitted,



Catherine A. Johnson, Chairwoman



James Traupman, Secretary