

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

**Trappe Borough Hall  
Trappe, Pennsylvania  
August 26, 2014**

Chairman Keenan called the Collegetville-Trappe Joint Public Works Committee meeting to order on the above date at 7:01 PM. The Chairman called for the Pledge of Allegiance to the Flag.

Members present were Mr. Scholl, Mrs. Johnson, Mr. Keenan, and Mr. Traupman. Mr. Mann was absent. Also present were Attorneys Richard Watt and Mark Hosterman, and Director Joseph Hastings.

**MINUTES:**

Mr. Scholl made a motion to approve the meeting minutes of July 22, 2014 as corrected, which was seconded by Mr. Traupman. The motion passed unanimously

**PUBLIC INPUT:**

There was no Public Input.

**ENGINEERING REPORT:**

There was no Engineering Report. There was a discussion on the 7<sup>th</sup> Ave. Water Main Replacement Project and the timing of the road repaving.

**TREASURER'S REPORT:**

Mr. Scholl presented to the Committee the Bank Check Register, Balance Sheet, and Profit and Loss Budget Report. The beginning balance was \$236,518.43, there were deposits of \$338,829.65 and disbursements were \$153,300.31 leaving an ending balance of \$420,047.77. Mr. Scholl made a motion to approve all EFTs, transfers, and check numbers 13980 through 14035 which includes interim checks for Borough of Collegetville, Shred One, and Sherwin-Williams. Mrs. Johnson seconded the motion and it passed unanimously.

Ms. Webster entered the meeting at 7:11 PM.

Mr. Scholl reported on the Investment Finance Report: Since the end of July the following has occurred:

- 8/4 - \$126,650 transferred from Schwab MM to TD Checking
- 8/13 – Cashed matured CD at First Corner Stone Bank for \$250,974.43
- 8/13 – Opened a First Corner Stone MM for \$200,000 at .65%
- 8/14 – \$50,974. 43 deposited in TD Checking from balance of First Corner Stone Bank maturity
- 8/15 - \$50,000 maturity in Schwab Investment A/C moved into Schwab MM
- 8/19 – Sale of another Tier 2 position for \$57,043.92 and moved into the Schwab MM

After discussion Mr. Scholl made a motion approving opening a First Corner Stone Money Market Account at an interest rate of 0.65% and depositing \$200,000.00 from the First Cornerstone CD

proceeds. Mrs. Johnson seconded the motion and it passed unanimously. Mr. Scholl moved to approve the balance of the First Cornerstone CD proceeds in the amount of \$50,974.43 be deposited into the TD Bank Checking account. Mrs. Johnson seconded the motion and it passed unanimously. Mr. Scholl made a motion approving the sale on 8/19/14 of a Tier 2 Schwab position in the amount of \$57,043.92 and authorized the Treasurer to move these proceeds into the Schwab MM account. Mrs. Johnson seconded the motion and it passed unanimously. Mr. Scholl made a motion authorizing the Treasurer to transfer funds from the Schwab Money Market to the TD Checking account and look for suitable investments and report back to the board at the next meeting. Mrs. Johnson seconded the motion and it passed unanimously.

Mr. Scholl passed out a Water Utility Industry report for information purposes.

**DIRECTOR'S REPORT:**

Mr. Hastings presented the Director's Report to the Committee and is attached herewith.

After discussion, Mr. Traupman made a motion authorizing the purchase of a Kubota KX057 Mini Excavator under the Costars plan at a cost of \$62,518.46 in lieu of the scheduled backhoe purchase under the Capital Equipment Plan. Mrs. Johnson seconded the motion and it passed unanimously.

The pole barn needs a new roof. Price quotes will be supplied at the September meeting.

**SOLICITOR'S REPORT:**

Solicitor Watt reported on the Verizon Lease negotiations. After discussion, Mr. Scholl made a motion to approve the recommended rent schedule for the Verizon Lease Agreement and recommends that the Boroughs also approve the Lease. Mrs. Johnson seconded the motion and it passed unanimously.

Solicitor Hosterman reported on AT&T and that he has drawn up a Professional Services contract that provides for Public Works to act as the escrow agent for Legal and Engineering escrow accounts. Collegeville and Trappe Boroughs will sign the contract which satisfies the requirements of AT&T. Solicitor Hosterman has also put together a form requesting financial security from various cell site carriers who have equipment on the towers. The financial security will be held in escrow and available for reimbursement of damages due to removal of equipment.

Mr. Scholl made a motion to approve all the Business Reports. Mrs. Johnson seconded the motion and it passed unanimously.

**OLD BUSINESS:**

There were some additions to the proposed corrections to the Public Works By-Laws. The members will review all the corrections and discuss this at the September meeting.

Chairman Keenan read a letter from Chairman Bryant of CTMA regarding having a joint meeting night.

**NEW BUSINESS:**

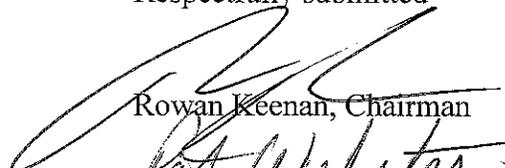
There was a discussion on insurance coverage proposals. The Board decided they would wait for all the members to be present at the September meeting before a vote would be taken on this issue. Public Works will renew the current policy with EMC, but can opt out if a change is approved next month.

At 8:15 PM, the meeting went into Executive Session for legal matters.

The meeting reconvened at 8:20 PM. Mr. Traupman made a motion to recommend to the Boroughs that they accept the settle agreement and general release of claims between Trappe Village Corporation and Trappe Borough CCP after it is reviewed by the Boroughs' solicitors for compliance to the Right to Know Act. Mrs. Johnson seconded the motion and it passed unanimously.

The meeting was adjourned at 8:24 PM.

Respectfully submitted



Rowan Keenan, Chairman



Pat Webster, Secretary