

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

**Trappe Borough Hall
Trappe, Pennsylvania
July 22, 2014**

Chairman Keenan called the Collegetville-Trappe Joint Public Works Committee meeting to order on the above date at 7:00 PM. The Chairman called for the Pledge of Allegiance to the Flag.

Members present were Mr. Scholl, Mrs. Johnson, and Mr. Keenan. Mr. Mann, Mr. Traupman, and Ms. Webster were absent. Also present were Attorneys Richard Watt and Mark Hosterman, Doug Berg of Entech Engineering, and Director Joseph Hastings.

MINUTES:

The Minutes were reviewed.

PUBLIC INPUT:

There was no Public Input.

ENGINEERING REPORT:

The Engineer reported on the Well 15 Chlorine Contact Pipe Project.

The Engineer reported on the E. Seventh Ave., Trappe Water Main Replacement Project and has contacted the Trappe Borough Engineer about the restoration requirements.

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 \$297,031.32, there were deposits of \$78,765.69 and disbursements were \$139,278.58 leaving an ending balance of \$236,518.43.

The Director reported on an escrow close out for 139 E. Seventh Ave., Trappe.

DIRECTOR'S REPORT:

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

SOLICITOR'S REPORT:

Solicitor Watt handed out a copy of the Public Works By-Laws with suggested corrections to be discussed at the next meeting.

Solicitor Watt reported on the Verizon Lease negotiations.

The Director reported on the required financial security which is required for all the lessees with equipment on the towers. Typically, security runs around \$15,000.00 for cell site carriers that have signed a lease since 2009. However, Public Works has never requested these funds. The Director would like a form letter provided by the lawyers in order to request these funds.

OLD BUSINESS:

There was a discussion on the Cell Site Rental Spreadsheet and disbursement of the funds since the tub grinding bill has been paid. A decision will be made at the next meeting.

NEW BUSINESS:

The Director reported on a consent letter from TMobile to do work on the Collegeville Tank. The lawyers need to review the existing lease to see if additional equipment can be installed.

The Director has been dealing with AT&T regarding a Professional Services Agreement. AT&T's legal representative does not recognize Public Works as an entity since it is owned by the Boroughs. It may be necessary for the Borough's to sign the Professional Agreement with AT&T. The Board determined if documents can't be provided to satisfy AT&T's requirements to deal with Public Works directly, then the Boroughs will have to sign the Agreement in question.

At 7:42 PM, Committee Member Pat Webster attended the meeting via speaker phone. All persons present were able to hear any questions or comments from Ms. Webster and Ms. Webster was able to hear any questions or comments from all persons present.

Mr. Scholl made a motion to approve the meeting minutes of June 24, 2014 as corrected. Ms. Webster seconded the motion and it passed unanimously.

Mr. Scholl made a motion to approve all EFTs, transfers, and check numbers 13931 through 13979 which includes interim checks for Direct Energy, George Bartow, Gretchen Lawson, Penn-Holo, Pitney Bowes, and TD Card Services. Mrs. Johnson seconded the motion and it passed unanimously.

Mr. Scholl reviewed the Collegeville-Trappe Joint Public Works Department Schwab Investment Disposal 2014 work sheet. After discussion, Mr. Scholl made a motion to allow the Treasurer to sell the 7/18/12 FNMA and 8/17/12 T Note plus two upcoming August maturities in the Schwab Account plus any accumulated interest income and deposit these proceeds into the TD Checking Account. Mrs. Johnson seconded the motion and it passed unanimously.

Mr. Scholl made a motion to authorize the Treasurer to move the proceeds from the maturity of a \$250,000.00 CD from First Cornerstone Bank to the TD Checking Account. Mrs. Johnson seconded the motion and it passed unanimously.

At 7:47 PM, the phone conversation was terminated with Ms. Webster.

The meeting was adjourned to an executive session for personnel matters at 7:48 PM. No action was taken.


Rowan Keenan, Chairman

Respectfully submitted,

Pat Webster, Secretary