

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

**Trappe Borough Hall
Trappe, Pennsylvania
November 19, 2014**

Chairman Keenan called the Collegetville-Trappe Joint Public Works Committee meeting to order on the above date at 7:30 PM. The Chairman called for the Pledge of Allegiance to the Flag.

Members present were Mrs. Johnson, Mr. Mann, Mr. Traupman, Ms. Webster, Mr. Scholl, and Mr. Keenan. Also present were Attorneys David Onorato and Mark Hosterman, Director Joseph Hastings, and Doug Berg of Entech Engineers.

MINUTES:

Mr. Scholl made a motion to approve the meeting minutes of October 28, 2014 as submitted, which was seconded by Mr. Mann. The motion passed unanimously.

PUBLIC INPUT:

There was no Public Input.

ENGINEERING REPORT:

The Engineer reported on his findings regarding contractors who test for radio frequency radiation emitted from cell site antenna located on the water towers to make sure they are in compliance with FCC emission standards. There is a company in Florida that tests EMFs at an estimated cost of \$5,000.00 and they would provide a proposal if services are requested. Discussion ensued. Attorney Hosterman suggested that in future leases, cell site carriers be required to do radio frequency monitoring after the antennas are installed on the water towers and in service. The Director will check with PMAA and Rural Water to see if there is any information about this testing. Mr. Scholl stated that the current lessees should be required to demonstrate if they are compliant with the FCC emission standards as stated in their leases.

Mr. Berg announced that he is leaving Entech Engineers and thanked the Committee for the 15 year relationship he has had with the Public Works members and Director. Matthew Boggs from Entech will be his replacement.

TREASURER'S REPORT:

Mr. Mann presented to the Committee the Bank Check Register, Balance Sheet, and Profit and Loss Budget Report. The beginning balance was \$74,456.82, there were deposits of \$122,855.72 and disbursements were \$104,211.61 leaving an ending balance of \$93,100.93. Mr. Mann made a motion to approve all EFTs, transfers, and check numbers 14137 through 14175 including an interim check for Paul Henry. Mrs. Johnson seconded the motion and it passed unanimously.

There was a discussion on the proposed 2015 Budget and revisions to the pension cost and DEP fees. It was decided that a water rate increase was not necessary at this time. After discussion, Mr. Mann made a motion to pass the 2015 Budget with the noted corrections and advertise. Mr. Scholl seconded the motion and it passed unanimously.

Mr. Mann made a motion to hire Styer and Associates to perform the 2014 Audit. Mrs. Johnson seconded the motion and it passed unanimously.

DIRECTOR'S REPORT:

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

The Director reported that the Perkiomen Township Intermunicipal Agreement date is absent. Also, there is no date with the signatures. The lawyers will look into this matter.

The Director reported on the DEP Inspection Report. After review, the Director stated that Public Works will address the list of deficiencies and make corrections as recommended.

Mr. Mann reported that a Schwab Money Market Tier 2 note was sold on October 23, 2014 and moved into TD Checking Account. Mr. Mann made a motion to approve the sale of the Schwab Tier 2 Note in the amount of \$65,465.10 and move these proceeds into the TD Checking Account. Mr. Scholl seconded the motion and it passed unanimously.

SOLICITOR'S REPORT:

Solicitor Onorato passed out draft copies of the Amended Intermunicipal Water Service Agreement and Amended Intermunicipal Agreement for review by the Committee Members. Discussion ensued.

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

OLD BUSINESS:

The By-Laws are still being reviewed by the members.

NEW BUSINESS:

The DeMutis Group is requesting their Letter of Credit be returned in the amount of \$12,165.35 to close out that project. However, they need to dedicate the water meter to Public Works. After discussion Mr. Keenan made a motion to release the Letter of Credit to DeMutis upon receipt of the deed of dedication of the water meter to Public Works. Mrs. Johnson seconded the motion and it passed unanimously.

The meeting was adjourned at 8:28 PM.

Respectfully submitted

Rowan Keenan, Chairman

Pat Webster, Secretary