

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

**Collegeville Borough Hall  
Collegeville, Pennsylvania  
December 15, 2015**

Chairman Johnson called the Collegeville-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. Scholl, Ms. Webster, Mr. Keenan, Mr. Traupman, and Mr. Mann. Also present were Attorneys Mark Hosterman and Richard Watt, Director Joseph Hastings, and Matt Boggs of Entech Engineers.

**MINUTES:**

Mr. Scholl made a motion to approve the meeting minutes of November 17, 2015, as presented. Mr. Mann seconded the motion and it passed unanimously.

**PUBLIC INPUT:**

There was no Public Input.

**ENGINEERING REPORT:**

The automatic transfer switch and the generator have been delivered.

The Stearly Tract construction for the water infrastructure is anticipated to start within the next few weeks. Comments were provided in October and are to be incorporated by the developer and revised plans are anticipated for later in December 2015.

Entech is still waiting for revised plans for the Monument at Glenwood Development. Comments provided in October are to be incorporated by the developer and revised plans are anticipated for later in December 2015.

Revised development plans were received for the proposed subdivision Old School New House in Trappe. A response letter will be forthcoming addressing any outstanding items.

An Engineering Work Order has been prepared for design, permitting, and bidding services associated with the water service transfers along West 3<sup>rd</sup> and Park Avenues. After discussion Mr. Mann made a motion approving the Engineering Work Order for the West 3<sup>rd</sup> and Park Avenues water service transfers for survey, design, permitting and bidding at a cost of \$19,900.00. Mr. Keenan seconded the motion and it passed unanimously.

**TREASURER'S REPORT:**

Mr. Scholl presented to the Committee the Bank Check Register, Balance Sheet, and Budget Profit and Loss Report. The beginning balance was \$50,580.60, there were deposits of \$260,727.19 and disbursements were \$154,848.35 leaving an ending balance of \$156,459.44. Mr. Scholl made a motion to approve all EFTs,

transfers, and Check Nos. 14778 through No. 14819 which includes interim checks for Comcast, Penn-Holo, Penn Jersey, and Sprint. Mr. Mann seconded the motion and it passed unanimously.

The Trumark CD will mature on January 1, 2016 and the proceeds will be deposited into the Trumark Share Account. Mr. Mann and Mr. Scholl will visit the Bank after the holidays and have the names changed on the Share Account.

**DIRECTOR'S REPORT:**

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

**SOLICITOR'S REPORT:**

Solicitor Hosterman reported that Collegetown Borough adopted the Water Rate Resolution, Service Fee Resolution, and the Shut Off Ordinance during their December Meeting.

Attorney Watt reported that Trappe Borough also adopted the Water Rate Resolution, Service Fee Resolution and the Water Shut Off Ordinance during the December Trappe Borough Meeting.

Mr. Scholl made a motion to approve the Business Reports, which was seconded by Mr. Mann. The motion passed unanimously.

Both Boroughs approved the 2016 Public Works Budget.

There was a discussion on the fence around the Trappe Water Tank. The Director will contact Bob Umstead for permitting requirements.

**OLD BUSINESS:**

The revision to the By-Laws issue is tabled until January.

The Upper Providence Intermunicipal Water Agreement is still being reviewed by Upper Providence.

**NEW BUSINESS:**

After reviewing the 2016 Public Works Meeting dates, Mr. Mann made a motion to approve and advertise the 2016 Public Works Meeting dates to be held at Collegetown Borough Hall. Mr. Traupman seconded the motion and it passed unanimously.

There was a discussion on the Emergency Notification System. The Director will get the information to Bob Umstead so Trappe Borough can utilize this system.

The meeting was adjourned at 8:27 PM.

Respectfully submitted

Catherine Johnson, Chairman

James Traupman, Secretary