

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

**Collegetville Borough Hall
Collegetville, Pennsylvania
August 18, 2015**

Chairman Johnson called the Collegetville-Trappe Joint Public Works Committee meeting to order on the above date at 8:40 PM. The Chairman called for the Pledge of Allegiance to the Flag.

Members present were Mrs. Johnson, Mr. Traupman, Mr. Scholl, Mr. Keenan, Mr. Mann and Ms. Webster. Also present were Attorneys Mark Hosterman and Richard Watt, Director Joseph Hastings, and Matt Boggs of Entech Engineers.

MINUTES:

Mr. Mann made a motion to approve the meeting minutes of July 21, 2015, as corrected. Mr. Scholl seconded the motion and it passed unanimously.

PUBLIC INPUT:

There was no Public Input.

ENGINEERING REPORT:

The Engineer reported that the E. 7th Ave. Main Replacement construction is complete and closeout documents have been received. The Engineer recommended payment for \$35,387.20 leaving \$1,000.00 amount be withheld for seeding in the fall. Mr. Mann made a motion to authorize Payment No. 3 to Joao & Bradley Construction Co., Inc. in the amount of \$35,387.20. Mr. Scholl seconded the motion and it passed unanimously.

The anticipated shipment date for the generator will be in mid October 2015.

Edits were made to the Capital Improvements Plan following review of the budgets. Copies of the revised plan will be provided at the next meeting.

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 \$64,297.10, there were deposits of \$182,346.40 and disbursements were \$82,551.75 leaving an ending balance of \$164,091.75. Mr. Scholl made a motion to approve all EFTs, transfers, and Check Nos. 14594 through No. 14644 which includes interim checks for Coyne Chemical, Direct Energy, H & H Systems, Joao & Bradley, Tustin Mechanical, TD Card Services and The Mac Main Law Group. Mr. Mann seconded the motion and it passed unanimously.

DIRECTOR'S REPORT:

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

After discussion on insurance quotes by PIRMA and EMC, Mr. Mann made a motion to select the PIRMA Insurance quote for \$34,758.00 and authorized PIRMA as Public Work's insurance carrier with the

effective policy date of 8/26/15. Mr. Scholl seconded the motion and it passed unanimously. Mr. Keenan made a motion authorizing Director Hastings as the Committee's Proxy and Attorney Watt as the alternate. Mr. Mann seconded the motion and it passed unanimously. Mr. Keenan made a motion to approve the Intergovernmental Contract contingent upon review by the solicitor and authorized the Chairman and secretary sign the document if necessary. Mr. Mann seconded the motion and it passed unanimously. The Director will check with PIRMA to determine if the Boroughs need to adopt any resolutions.

SOLICITOR'S REPORT:

Attorney Watt reported on RF letters sent to the cell site carriers and is still waiting for a reply from Sprint. AT&T, T Mobile and Verizon responded they are well within the FCC Guidelines.

Attorney Watt has been in contact with a representative for the developer for the Stearly Tract about the proposed spillway. The best way to handle this matter is to make sure there is clear language in the Condominium Declaration obligating the HOA to reimburse Public Works for any damages that may occur due to water runoff.

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

OLD BUSINESS:

There was a discussion on the By-Laws.

There has been no response from Upper Providence about the Intermunicipal Water Agreement.

There was a discussion on the Wellsite Contribution in regards to the proposed development on First Ave., Trappe.

NEW BUSINESS:

The Director reported on the Employee Health Insurance increase.

The meeting was adjourned at 9:15 PM.

Respectfully submitted

Catherine Johnson, Chairman

James Traupman, Secretary