

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

**Collegetville Borough Hall
Collegetville, Pennsylvania
February 17, 2015**

Chairman Johnson called the Collegetville-Trappe Joint Public Works Committee meeting to order on the above date at 7:52 PM. The Chairman called for the Pledge of Allegiance to the Flag.

Members present were Mrs. Johnson, Mr. Traupman, Ms. Webster, Mr. Scholl, and Mr. Mann. Mr. Keenan was absent. 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 January 20, 2015, as corrected. Mr. Scholl seconded the motion and it passed unanimously. Mrs. Johnson abstained from voting.

PUBLIC INPUT:

There was no Public Input.

ENGINEERING REPORT:

The Engineer reported that the bid opening for the E. Seventh Ave., Trappe, Water Main Replacement Project occurred on February 10, 2015. The low bidder was JOAO & Bradley Construction Co., Inc. at a cost of \$384,690.00. After discussion, Mr. Mann made a motion to award bid for the E. Seventh Ave., Trappe, Water Main Replacement Project to JOAO & Bradley at a cost of \$384,690.00 including the alternate of \$6,000.00 for the Tapping Sleeve and Valve bringing the total to \$390,690.00. Mr. Scholl seconded the motion and it passed unanimously.

After discussion, Mr. Mann made a motion to issue the Notice Proceed once all the contract documents are received and have the Director sign the Notice to Proceed. Ms. Webster seconded the motion and it passed unanimously.

The Engineer reviewed an Engineering Work Order for Construction and Construction Observation for the E. Seventh Ave. Water Main Replacement for a total cost of \$43,800.00. Ms. Webster made a motion to approve the E. Seventh Ave. Water Main Replacement Engineering Work Order at a cost of \$43,800.00. Mr. Mann seconded the motion and it passed unanimously.

The Engineer reviewed an Engineering Work Order for the 2015 Capital Improvement Plan for both CTMA and Public Works in the amount of \$3,400.00. CT Public Work's portion would be approximately 2/3 of this estimated cost. After discussion, Ms. Webster made a motion to approve the Work Order for the 2015 Capital Improvement Plan. Mr. Traupman seconded the motion and it passed unanimously.

Mr. Boggs reported on work completed to date for the Tapping Fee Study.

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 \$102,048.72, there were deposits of \$113,639.91 and disbursements were \$104,967.94 leaving an ending balance of \$110,720.69. Mr. Scholl made a motion to approve all EFTs and Check Nos. 14280 through No. 14325 which includes interim checks for Hach and PECO. Mr. Mann seconded the motion and it passed unanimously.

Mr. Scholl reported on liquidating the funds from the Penn Liberty Bank Money Market for approximately \$240,000.00 and investing in a 5 year CD with American Heritage Federal Credit Union. The current interest is 2.21% can be bumped up one time if interest rates go up. In order to invest with this Credit Union, the employees will be offered the ability to open an account with them. Mr. Scholl made a motion to liquidate the Penn Liberty Bank in the amount of \$240,000.00 plus interest and invest the proceeds into a 5 year CD with American Heritage Credit Union and signing the appropriate paperwork. Mr. Mann seconded the motion and it passed unanimously.

Mr. Scholl made a motion to purchase a 3 year CD at an interest rate of 1.55% from Citadel with the proceeds from the Victory Bank CD that matures on March 6, 2015. Mr. Mann seconded the motion and it passed unanimously.

Mr. Scholl reported on the Escrow Return Report.

DIRECTOR'S REPORT:

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

SOLICITOR'S REPORT:

Attorney Watt reported on the Spring House Apartments Bill of Sale for the water meter.

The Intermunicipal Agreement is being reviewed by Upper Providence and Attorney Watt will contact them for an update.

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

OLD BUSINESS:

Mr. Scholl will meet with Mr. Mann regarding the By-Laws.

The lawyers will draft a letter for review by the Committee regarding the Cell Site Radio Frequency compliance issue.

The Committee reviewed purchasing a generator in regards to a wide spread power outage. The Director stated that a generator located at the office building would be a better option providing power to the well field well pumps, allow service to both Collegeville and Trappe water systems, and provide power to the shop, pole barn, and the office building. Discussion ensued. Mr. Mann made a motion authorizing The Engineer to look into funding opportunities and to provide specifications and pricing for a generator located at the office complex. Mr. Scholl seconded the motion and it passed unanimously.

Mr. Scholl would like a DEP Inspection compliance update report for the next meeting.

NEW BUSINESS:

The Director reported that an updated letter to the Department of General Services for the purpose of federal surplus needs to be drafted and be signed by the Chairman.

The meeting was adjourned at 8:54 PM.

Respectfully submitted

Catherine Johnson, Chairman

James Traupman, Secretary