

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

**Trappe Borough Hall  
Trappe, Pennsylvania  
November 15, 2017**

Chairman Johnson called the Collegetville-Trappe Joint Public Works Committee meeting to order on the above date at 7:16 PM. Members present were Mr. Keenan, Mr. Traupman, Mr. Scholl, Mr. Mann, Ms. Webster and Mrs. Johnson. Also present were attorneys Mark Hosterman and Dick Watt, Matt Boggs of Entech Engineering and the Director Joseph Hastings.

The members stood for the Pledge of Allegiance to the Flag.

**MINUTES:**

Mr. Scholl made a motion to approve the meeting minutes of October 24, 2017 with one change. Ms. Webster seconded the motion and it passed unanimously.

**PUBLIC INPUT:**

There was no public input.

**ENGINEER'S REPORT:**

Mr. Boggs presented the Engineer's Report to the committee and is attached herewith.

The Glenwood Reserve's water infrastructure has submitted their bacteria results and anticipates their final escrow release request for next month's meeting.

**TREASURER'S REPORT:**

Mr. Scholl made a motion to approve check numbers 16140 through 16170, all EFTs and General Journal entries along with the interim check numbers 16171 to 16179. Mr. Mann seconded the motion and the motion passed unanimously. The beginning balance on the Customers Bank's check register as of October 21, 2017 was \$78,162.28, deposits were \$137,133.47, and disbursements were \$157,405.91, leaving an ending balance of \$57,889.84 on November 13, 2017. Mr. Scholl commented on some of the payments including the payment to the PA UC Fund for the solvency fee which gives the employer the right to claim certain exemptions.

Mr. Scholl reviewed the financial reports which are attached herewith. He noted that the funds from the treasury notes that are coming due in the Schwab account will be moved into Customers Bank.

**DIRECTOR'S REPORT:**

The Director presented the Director's Report to the Committee and is attached herewith. The Director reported that he met with DEP regarding the discharge at Well #12 and they do allow a shallow injection well that would drain into the ground for these continuous chlorine analyzers. This will require a permit application to the EPA. The Director also met with the DEP's technical services regarding the chlorine rooms. He feels there is a difference of interpretation of the regulations between the two different sub-departments as technical services said they just want to see heaters and ventilator fans in all the rooms and there is no need for the panic bars and windows in the rooms as they are too small. He is waiting for the official DEP report before he proceeds. The Director reviewed the work completed and advised that final notices for non-responses to meter replacement requests will be going out which will include a red tag and shut off notice for failure to respond as allowed by our ordinances.

**SOLICITOR'S REPORT:**

Dick Watt reported that the letters to the residents are ready to be sent out tomorrow with the copy of the tax map for the Quiet Title Action.

Mr. Hosterman reported that the second amendment to the bylaws for the job description of the Director has been completed and needs to be approved by both boroughs.

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

**OLD BUSINESS:**

The Director reported that Mr. Ashton will have the surveying completed for the last two properties by the next meeting.

Mr. Scholl reported that the owners of the property with the Trappe Center PERC issue will be meeting with the DEP this week.

**NEW BUSINESS:**

Mr. Scholl made a motion to engage the services of Styer Associates for the 2017 audit in the amount of \$6,640. Mr. Keenan seconded the motion and it passed unanimously.

The Director presented the new Master Casting Agreement for 2018 to 2021. Mrs. Mann made a motion to approve the Resolution # 2017-2 for the execution of the agreement. Mr. Keenan seconded the motion and it passed unanimously.

Mrs. Johnson reported that Trappe Borough is in the process of adopting a new ordinance for Park Rules and Regulations and passed out a copy for review and informational purposes as this body over sees the Water Works Park.

Mr. Mann made motion to approve the budget as presented and recommend to the Boroughs for adoption. Mr. Keenan seconded the motion and it passed unanimously.

The meeting was adjourned at 7:46 PM to an executive session for personnel matters.

Respectfully submitted,



Catherine A. Johnson, Chairwoman

  
James Traupman, Secretary