

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

**Collegeville Borough Hall
Collegeville, Pennsylvania
February 27, 2018**

Chairman McKnight called the Collegeville-Trappe Joint Public Works Committee meeting to order on the above date at 7:33 PM. Members present were Mr. Traupman, Mr. Scholl, Mr. McKnight, Mrs. Johnson, Mr. Strauss, and Mr. Mann. Also present were attorneys Rebecca Geiser and Dick Watt, Matt Boggs of Entech Engineering, and Director Joseph Hastings.

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

MINUTES:

Mr. Mann made a motion to approve the amended meeting minutes of January 23, 2018, as presented today. Mr. Scholl seconded the motion and it passed unanimously.

PUBLIC INPUT:

Mr. Schuetz has submitted an application to the Pennsylvania Horticultural Society for eight bare root trees to be planted at Waterworks Par. The trees will be picked up on April 18th, and are anticipated to be installed on April 28th with the help of the Boy Scouts. Mr. Schuetz inquired as to whom would bear the cost. After discussion, Mr. Mann made a motion to approve and pay for trees at a total cost of \$400. Mr. Strauss seconded the motion and it passed unanimously.

ENGINEERING REPORT:

Mr. Boggs presented the Engineer's Report to the committee and is attached herewith. There was a walk through at Glenwood Reserve, which identified a few minor items remaining to be addressed. It is anticipated that a final release will be requested next month. Preliminary designs for the lighting at Water Works Park are completed. The final plan for bidding can be expected at the next meeting. The project is anticipated to cost around \$100,000.

TREASURER'S REPORT:

Mr. Mann presented the check register which is attached herewith. The beginning balance on the Customers Bank's check register as of January 20, 2017 was \$27,232.41, deposits were \$126,519.16, and disbursements were \$93,548.66, leaving an ending balance of \$60,202.91 on February 22, 2017. Mr. Mann made a motion to approve check numbers 16272 through 16315, all EFTs and journal entries along with interim check numbers 16316 through 16322. Mrs. Johnson seconded the motion and the motion passed unanimously.

Mr. Mann reviewed the investment scheduled. A Citadel CD is coming due next month. It was decided that it will be put into the Victory Savings account.

Mr. Mann reviewed the other financial reports which are attached herewith.

DIRECTOR'S REPORT:

Mr. Hastings presented the Director's Report to the Committee and is attached herewith. The Director reported that there were no water leaks since the last meeting. Aqua PA has received approval from PA DEP and is working on a construction schedule. A meeting is scheduled to discuss the logistics of the temporary

connection to our system while they do maintenance on theirs system. A significant amount of time has been spent on inlet inspections and cleaning. The new backhoe has been delivered. The 1 Mark System for the PA 1 Call tickets will not benefit us until we get a GIS system.

The Director reviewed the DEP requirements for the chlorine rooms, a copy of which is attached.

SOLICITORS' REPORT:

Dick Watt updated the board on the Quiet Title Action. Three property owners still need to respond. Once these have been received then a default judgment can be entered. Then we will receive a court order that officially places the ownership of the property to Trappe.

Mr. Mann made a motion to approve the business reports. Mrs. Johnson seconded and the motion passed unanimously.

OLD BUSINESS:

There was no old business.

NEW BUSINESS:

Mrs. Johnson suggested that the employees be vaccinated against Hepatitis B since they are exposed to sewage. It is a three shot series. The office will look into the insurance and costs for this.

The meeting was adjourned at 8:22 PM to an executive session to discuss legal matters.

Respectfully submitted,


Matthew McKnight, Chairman


James Traupman, Secretary