

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

**Collegeville Borough Hall
Collegeville, Pennsylvania
April 24, 2018**

Vice Chairwoman Johnson called the Collegeville-Trappe Joint Public Works Committee meeting to order on the above date at 7:30 PM. Members present were Mr. Traupman, Mr. Scholl, Mrs. Johnson, Mr. Strauss, and Mr. Mann. Mr. McKnight was absent. Also present were attorneys Rebecca Geiser of The Law Offices of Sean Kilkenny and Dave Onorato of Hladik, Onorato & Federman, LLP, 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 March 27, 2018, with one spelling correction. Mr. Mann seconded the motion and it passed unanimously.

PUBLIC INPUT:

Mr. Schuetz reported on the successful tree planting at Waterworks Park. There was a discussion about watering the trees. Mrs. Johnson thanked Mr. Schuetz for all his hard work.

ENGINEERING REPORT:

Mr. Boggs presented the Engineer's Report to the committee and is attached herewith. There was no update on the Glenwood Reserve project.

The engineer has received a final escrow release request for the New House project. He has reviewed it and made a recommendation for release in the amount of \$10,974.37, after the 18 month maintenance bond has been posted and the deed of dedication finalized. Mr. Mann made the motion to approve the payment upon the required conditions being met. Mr. Strauss seconded and the motion passed unanimously.

Mr. Boggs discussed the amending of the 2015 Tapping Fee Study and the EWO which would not exceed \$2,500. It was decided to table this item until the 2017 Financial Audit is completed.

The engineer reported that he did receive revised drawings for the 199 W. Third Avenue project and there are a few minor items that still need to be addressed.

The Lighting Plan for the Waterworks Park has been finalized and the bid documents prepared. Mr. Boggs handed out the construction estimates which are attached herewith. There was a discussion about having the Public Works Department do some of the work. The Director will go through the estimates and price out some of the work. Mr. Boggs will provide plot plans in paper and pdf to the Boroughs.

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 March 24, 2018 was \$313,425.15, deposits were \$466,813.51, and disbursements were \$672,713.16, leaving an ending balance of \$107,525.50 on April 20, 2018. Mr. Mann made a motion to approve check numbers 16366 through 16408 all EFTs and journal entries along with interim check numbers 16409 through 16414. Mr. Scholl seconded the motion and the motion passed unanimously.

Mr. Mann reported that he transferred most of the balance in the Victory Savings account to our checking and then he transferred \$400,000 from the checking into the PLGIT I-Class. Mr. Mann made a motion to transfer \$240,000 from PLGIT I-Class Prime to the PLGIT Prime. Mr. Scholl seconded the motion and the motion passed unanimously.

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 there were no water leaks since the last meeting and Aqua Pennsylvania has started working on the interconnection on Betcher Road. The 2017 Chapter 110 was submitted to the PADEP and 2017 Water Audit has been submitted to the DRBC. The Director reported he is currently trying out a system from Floworx to help locate leaks.

SOLICITORS' REPORT:

Dave Onorato updated the board on the Quiet Title Action. There are two homeowners that have not responded. It appears that they will need to be served by sheriff.

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

OLD BUSINESS:

The Director reported that he informed the employees that the Hepatitis A & B shots are expected to be covered by the health insurance and asked them to schedule their shots. He also informed them that if there are any costs associated with the shots that Public Works would pay it.

The Director reported that construction information had been sent in reference to the Trappe PERC issue on the four wells located in the Waterworks Park.

NEW BUSINESS:

Mr. Scholl inquired about the hydrant and sprinkler fees. The Director explained. Mr. Scholl suggested we consider comparing our fees to the surrounding communities and potentially adjusting them prior to budgeting time.

Mr. Scholl inquired that if Trappe Borough hired someone to digitize their maps and prints would there be an objection to using the Public Works' wide format machine. There were no objections.

The meeting was adjourned at 8:19 PM to an executive session to discuss legal matters.

Respectfully submitted,

Matthew McKnight, Chairman



James Traupman, Secretary