

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

**Collegeville Borough Hall  
Collegeville, Pennsylvania  
March 26, 2019**

Chairwoman Johnson called the Collegeville-Trappe Joint Public Works Committee meeting to order on the above date at 7:38 PM. Members present were Mr. Traupman, Ms. Perlin, Mrs. Johnson, Mr. Mann, Mr. Strauss and Mrs. McKinney, who has been appointed to fill the vacancy left by Mr. McKnight's resignation. Also present were attorneys Dan Grieser of Kilkenny Law, LLC, and Dave Onorato of Hladik, Onorato & Federman, LLP, and the engineer, Matt Boggs, of Entech Engineering and the Director, Joseph Hastings.

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

Mrs. Johnson nominated Mrs. McKinney to the Vice Chair position. Mr. Strauss seconded. There being no further nominations Mr. Mann moved to close the nominations and appoint Mrs. McKinney as Vice Chair, Mr. Strauss seconded and the motion passed unanimously.

**MINUTES:**

Mr. Traupman made a motion to approve the amended meeting minutes of March 26, 2019, as presented today. Mr. Mann seconded the motion and it passed with Mr. Strauss abstaining.

**PUBLIC INPUT:**

There was no public input.

**ENGINEERING REPORT:**

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

The engineer reported <sup>that is</sup> ~~that is~~ no update on the 199 W. Third Avenue project since the last meeting. He anticipates an escrow release for the next meeting.

Mr. Boggs stated that the Leslen Lane Water Main Replacement Project is substantially complete. The old line has been capped and abandoned. He recommended payment for their payment application #2. Mr. Strauss motioned to approve the recommended payment in the amount of \$10,678.50, to Shainline Excavating, Inc. Mr. Traupman seconded the motion and it passed unanimously.

The engineer reported the 2019 Capital Improvement Plan has been completed. Mr. Boggs stated that a GIS specialist will be scheduled to discuss the options and needs along with the Boroughs and CTMA. After discussion, Mr. Mann made a motion to approve the changes made to the 2019 Capital Improvement Plan. Mr. Strauss seconded and the motion passed unanimously.

**TREASURER'S REPORT:**

Ms. Perlin presented the check register which is attached herewith. The beginning balance on the Customers Bank's check register as of February 23, 2019 was \$163,140.02, deposits were \$187,935.88, and disbursements were \$160,138.12, leaving an ending balance of \$190,937.78 on March 22, 2019. Ms. Perlin made a motion to approve check numbers 16868 through 16904, all EFTs and journal entries along with interim check numbers 16905 through 16907. Mr. Strauss seconded the motion and the motion passed unanimously.

Ms. Perlin reviewed the other financial reports which are attached herewith.

There was a discussion about the Cell Site Account and the charges accrued with the Salt Shed Project and the amounts still needed to complete the project. The two Boroughs are meeting and working on coming to an agreement on how to fund the project. Mrs. Johnson presented a proposal dated March 25, 2019, from Barry Isett & Associates Inc. for Professional Engineering Services for the new salt shed in the amount of \$43,700. Mr. Strauss made a motion to recommend to the Boroughs to approve the proposal. Mrs. McKinney seconded the motion and the motion passed unanimously.

**DIRECTOR'S REPORT:**

Mr. Hastings presented the Director's Report to the Committee and is attached herewith. He reported the slide at Water Works Park needs to be replaced and offered two slide options. Mrs. McKinney made a motion to approve the purchase of an open slide in the amount of \$2,094. Mr. Strauss seconded the motion and it passed unanimously.

**SOLICITORS' REPORT:**

Mr. Onorato reported the recording of the deeds should be completed within the next two months.

Mr. Onorato stated that the easement for the Well 8 electric relocation needs to be surveyed for the plot plans and meets and bounds. Mr. Boggs will follow up with and arrange the surveying.

Mr. Onorato recommended that the board consider implementing a quarterly meter reading fee for those residents that do not want to upgrade their old meter to the radio frequency meters. Mr. Strauss made a motion to recommend to the Boroughs they adopt an ordinance for a manual meter reading fee of \$30 per quarter per account for owners who opt out of upgrading to a radio frequency read meter with the provision that it can be amended by resolution in the future. Mrs. McKinney seconded the motion and it passed unanimously.

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

**OLD BUSINESS:**

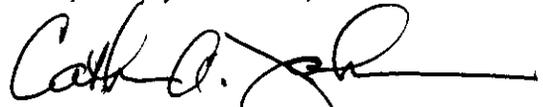
The Director reported Earth Data has finally received the report from the Trappe Shopping center in reference to the Trappe Perc issue. More information is to be expected at the next meeting after they have reviewed it.

**NEW BUSINESS:**

Mr. Traupman asked the board to consider planting a Red Oak Tree at Waterworks Park in memory of Nevin Scholl's dedication to public service.

The meeting was adjourned at 8:35 PM.

Respectfully submitted,



Catherine A. Johnson, Chairwoman

  
James Traupman, Secretary