

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

**Virtual Meeting
April 22, 2020**

Chairwoman McKinney called the Collegetville-Trappe Joint Public Works Committee meeting to order on the above date at 7:27 PM. Members present were Mr. Traupman, Ms. Perlin, Mrs. Johnson, and Mr. Farr, Mr. Strauss and Mrs. McKinney. Also present were attorneys Dan Greiser 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.

MINUTES:

Mrs. Johnson made a motion to approve the meeting minutes of February 25, 2020. Mr. Traupman seconded the motion and it passed unanimously.

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 had no update for the 199 W. Third Avenue project.

Mr. Boggs reported that the required agreements for the Royal Farms project have been reviewed by the solicitor and the Director. Mr. Grieser added he believes the developer is ready to start construction as they are pushing to get all the agreements in place.

The engineer has been working with the Director to obtain Highway Occupancy Permits from Penn Dot for two water service connections on Main Street.

A EWO can be expected next month for the preparation of Standard Operating Procedures.

TREASURER'S REPORT:

Mr. Farr presented the check register which is attached herewith. The beginning balance on the Customers Bank's check register as of February 25, 2020, was \$409,673.56, deposits were \$511,960.15, and disbursements were \$650,061.23, leaving an ending balance of \$271,572.48 on April 20, 2020. Mrs. Johnson made a motion to approve check numbers 17393 through 17469, all EFTs and journal entries. Ms. Perlin seconded the motion and the motion passed unanimously.

Mr. Farr motioned to approve the purchase of a PLGIT CD on Feb 5th, in the amount of \$175,000 for 5 months with a net rate of 1.56%. Mrs. Johnson seconded the motion and it passed unanimously.

Mr. Farr 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 the staff has been split with the office working alternating days and the maintenance working alternating weeks to minimize the risk of infection and limit the amount pf people needed to be quarantined should someone become infected. This change was based on recommendations from several local and federal agencies. Also, due to the current COVID-19 situation, no services will be shut off for nonpayment. The Director suggested the board consider waiving late penalties for the current billing cycle. Mrs. Johnson made a

motion to recommend to both Boroughs to waive late penalties for this billing cycling for any unpaid water consumption. Mr. Strauss seconded the motion and the motion passed unanimously.

SOLICITOR’S REPORT:

Mr. Onorato reported all property deeds have been recorded in both boroughs. He had sent the Well #8 electrical easement to Eye Designs and has not been able to connect with their attorney.

Mr. Grieser reported the T-Mobile cell site agreement is expected to be ready for approval at the next meeting. A few minor lease terms that the director suggested changing.

Mr. Grieser reviewed the terms of the required agreements for the Royal Farms project. They have been reviewed by the solicitor and the Director. Mrs. Johnson made a motion to approve the execution of both the Water Line Development Agreement and the Financial Security Agreement. Mr. Strauss seconded the motion and the motion passed unanimously.

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

OLD BUSINESS:

The Director reported he has not received any further updates on the Trappe PERC issue.

NEW BUSINESS:

There was no new business.

The meeting was adjourned at 7:50 PM.

Respectfully submitted,

Marion McKinney, Chairwoman

Stewart Strauss, Secretary