

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

**Virtual Meeting
August 25, 2020**

Chairwoman McKinney called the Collegetville-Trappe Joint Public Works Committee meeting to order on the above date at 7:15 PM. Members present were Mrs. McKinney, Mr. Traupman, Ms. Perlin, Mrs. Johnson, Mr. Farr and Mr. Strauss. 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.

MINUTES:

Mrs. Johnson made a motion to approve the meeting minutes of July 28, 2020 as presented. Mr. Strauss seconded the motion and it passed unanimously.

PUBLIC INPUT:

Mr. Hoffman commented on the payment from the Borough of Collegetville to the Public Works for the salt shed repayment and inquired if it had been received. The Director confirmed we received the payment which included interest to the end of June. Mrs. McKinney direct public works to send The Borough of Collegetville the final payment amount which is interest for July in the amount of \$34.97.

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 there was a temporary relocation of a water main in early August that they were onsite to observe for the Royal Farms project.

The engineer stated the draft was completed for the Standard Operating Procedures. He anticipates the final SOP to be completed by the next meeting.

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 July 25, 2020, was \$388,428.66, deposits were \$58,304.40, and disbursements were \$174,235.01, leaving an ending balance of \$272,498.05 on August 24, 2020. Mr. Strauss made a motion to approve check numbers 17607 through 17649, all EFTs and journal entries. Mrs. Johnson seconded the motion and the motion 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 that there was a lot of work this period for cleanup of the Boroughs after the tropical storm. He also stated has received the proposal from Allied Controls for the SCADA upgrade which is listed in the Capital Improvement Budget this year at \$35,000. The proposal came in slightly higher. The engineer has reviewed it and everything seems to be in order. Mr. Farr made a motion to proceed with the SCADA upgrade in the amount of \$39,745. Mrs. Johnson seconded the motion and the motion passed unanimously.

SOLICITORS' REPORTS:

Mr. Grieser stated that both Boroughs approved the agreement for the repayment of the salt shed costs. Collegeville Borough approved the T-Mobile Lease agreement at their last meeting and it is on Trappe's agenda for the next meeting.

Mr. Onorato confirmed the T-Mobile lease is expected to be approved at Trappe's next council meeting.

Mr. Onorato stated he has received some correspondence from Eye Design and steps are being taken to finalize the Well #8 electric easement and the reimbursement of the \$13,500 to Public Works for half of the cost to relocate the electric line.

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

OLD BUSINESS:

Mr. Hastings stated there is no update on the Trappe Center PERC issue.

There was a lengthy discussion about the Police Servicing Agreement. It was agreed that the potential cost of adding the Borough of Trappe as additionally insured on the Collegeville police's insurance policy needs to be resolved prior to moving forward. The Director will inquire as to the cost of adding a gate below the first parking area

NEW BUSINESS:

Mr. Strauss suggested and it was agreed that Public Works will analyze the cost of the employees to assess whether or not the labor and mowing hourly charges to both boroughs needs to be increased prior to budget season.

The meeting was adjourned at 8:05 PM.

Respectfully submitted,

Marion McKinney, Chairwoman

Stewart Strauss, Secretary