

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

**Trappe Borough Hall
Trappe, Pennsylvania
January 28, 2014**

The Collegetville-Trappe Joint Public Works Committee meeting was called to order on the above date at 7:06 PM. The members stood for the Pledge of Allegiance to the Flag. At this time Attorney Dave Onorato took control of the meeting for the purpose of reorganization.

Attorney Onorato asked for nominations for the position of Chairman of the Collegetville-Trappe Joint Public Works Committee. The Chairman Representative must rotate from Trappe to Collegetville. Mr. Scholl made a motion nominating Mr. Keenan for the position of Chairman and the nomination was seconded by Mr. Mann. There being no further nominations, Mr. Keenan was unanimously elected Chairman.

Mr. Scholl nominated Mrs. Johnson for the position of Vice Chairman and the nomination was seconded by Mr. Mann. There being no further nominations, Mrs. Johnson was unanimously elected Vice Chairman.

Mr. Scholl nominated Ms. Webster for the position of Secretary and the nomination was seconded by Mr. Mann. There being no further nominations, Ms. Webster was unanimously elected Secretary.

Mr. Scholl nominated Mr. Mann for the position of Treasurer and to waive the alternation of the Treasurer between the two boroughs as stated in the By-Laws. The nomination was seconded by Mr. Mann. There being no further nominations, Mr. Mann was unanimously elected Treasurer.

Mr. Scholl nominated himself for the position of Assistant Treasurer and the nomination was seconded by Mr. Mann. There being no further nominations, Mr. Scholl was unanimously elected Assistant Treasurer.

Mr. Scholl nominated Mr. Traupman for the position of Assistant Secretary and the nomination was seconded by Mr. Mann. There being no further nominations, Mr. Traupman was unanimously elected Assistant Secretary.

At this time, Attorney Onorato turned the meeting over to Vice Chairman Johnson.

Members present were Mr. Mann, Mr. Traupman, Mrs. Johnson, and Mr. Scholl. Also present were attorneys Mark Hosterman and David Onorato, Mr. Doug Berg of Entech Engineering, and Director Hastings. Ms. Webster was present but did not participate by agreement of all members.

MINUTES:

Mr. Traupman made a motion to approve the meeting minutes of December 17, 2013, as corrected. Mr. Mann seconded the motion and it passed unanimously.

PUBLIC INPUT:

There was no Public Input.

ENGINEERING REPORT:

The Engineer reported that they are ready to bid the Well 15 Chlorine Contact Pipe Project. Mr. Mann made a motion to approve bidding out the Well 15 Chlorine Contact Pipe project and have a recommendation by the next meeting. The motion was seconded the Mr. Scholl and it passed unanimously.

TREASURER’S REPORT:

Mr. Mann presented to the Committee the Bank Check Register, Balance Sheet, and Budget Profit and Loss Report. The beginning balance was \$73,294.51, there were deposits of \$151,775.05 and disbursements were \$162,146.14 leaving an ending balance of \$62,923.42. Mr. Mann made a motion to approve all EFTs and Check No. 13654 through No. 13713 which includes interim checks for AJ Blosenski, Datamatic, PA Rural Water, Sanatoga Quarry, Sears, Verizon, and Alpine Sanitation. Mr. Scholl seconded the motion and it passed unanimously.

There was a discussion on the Pershing Investment.

Mr. Mann passed out a Communication Facility Rental Sheet showing the income and expenses for the Cell Site Fund.

Mr. Scholl would like to expense the pension payment monthly.

Mr. Scholl reported that Trappe Borough will be repaving East Seventh Ave. the latter part of 2015.

DIRECTOR’S REPORT:

Mr. Hastings presented the Director’s Report to the Committee and is attached herewith.

The Director requested that next year the Boroughs notify the public that Christmas trees are not placed in plastic bags for the Christmas tree pick up.

The Director reported on a sinkhole at 133 Clahor Ave. that was caused by a deteriorating storm pipe.

SOLICITOR’S REPORT:

There was no Solicitor’s Report.

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

OLD BUSINESS:

The Intermunicipal Water Service Agreements with Upper Providence and Perkiomen Township are ready to be signed by Public Works. These Agreements have already been approved by both Boroughs. Mr. Mann made a motion to approve and sign the Intermunicipal Water Service Agreements with Upper Providence and Perkiomen Township. Mr. Scholl seconded the motion and it passed unanimously.

Attorney Hosterman reviewed a Nextel Lease Termination Agreement. After discussion Mr. Mann made a motion recommending both borough approve and sign the Termination Agreement subject to any revisions requested by Nextel and acceptable to both Solicitors. Mr. Traupman seconded the motion and it passed unanimously.

Mrs. Johnson made a motion to sign the 2014 TD Bank Resolution. Mr. Mann seconded the motion and it passed unanimously.

NEW BUSINESS:

There was a discussion on the By-Laws and the Treasurer position, and changing the time of the meeting. The Board will review any and all changes before the By-Laws are finalized.

Mrs. Johnson would like see the creation of a Standing Personnel Committee with representation by each borough.

The meeting was adjourned at 7:58 PM to an executive session for personnel matters.

The Public Works Meeting reconvened at 8:20 PM. Mr. Mann made a motion to authorize the transfer of files for labor Attorney Richard Morris from his former office to his new office in order to allow him to continue representing the Collegeville Trappe Joint Public Works Department. Mr. Scholl seconded the motion and it passed unanimously.

Mr. Mann made a motion authorizing Director Hastings to offer full time employment to the current part time employee Michael Pietrzak. Mr. Traupman seconded the motion and it passed unanimously.

It was noted for the record that Robert Wheeler retired on December 31, 2013 after 39 years of service.

The meeting was adjourned at 8:27 PM.

Respectfully submitted

Rowan Keenan, Chairman

Pat Webster, Secretary