

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

**Collegeville Borough Hall
Collegeville, Pennsylvania
April 19, 2016**

The Collegeville-Trappe Joint Public Works Committee meeting was called to order on the above date at 7:34 PM. Members present were Mr. Keenan, Mr. Traupman, Mr. Scholl, Ms. Webster, Mrs. Johnson and Mr. Mann. Also present were attorneys Mark Hosterman and Dick Watt, Matt Boggs of Entech Engineering, and Director Joseph Hastings.

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

MINUTES:

Mr. Mann made a motion to approve the meeting minutes of March 15, 2016. Ms. Webster seconded the motion and it passed unanimously.

Mr. Mann made a motion to approve the meeting minutes of the special meeting held March 31, 2016. Mr. Scholl seconded the motion. Ms. Johnson abstained. The motion passed.

PUBLIC INPUT:

There was no Public Input.

ENGINEERING REPORT:

The Stearly Tract water infrastructure is approximately 95% complete. He recommends the board approve Escrow release #2. Mr. Mann made a motion to release Escrow #2 in the amount of \$41,579.53. Mrs. Johnson seconded and the motion passed unanimously.

The Old School / New House are now two separate projects. New House construction escrows were submitted. There were some revisions, but the escrow numbers are now good. Plans for the Old School need to be resubmitted by the developer to address some comments submitted in February.

The 3rd & Park Avenue project was awarded. The documents have been received from Anrich, Inc. and reviewed. It is recommended that the Agreement and the Notice to Proceed be signed by Public Works. Also an Engineering work order which includes the engineering work along with the observational work needs approval. Mr. Mann made a motion to approve the agreement with the director executing it. Mrs. Johnson seconded. The motion passed unanimously. Mr. Mann made a motion to issue the Notice to Proceed contingent upon the agreement being executed. Mrs. Johnson seconded. The motion passed unanimously. Mr. Mann made a motion to approve the engineering work order in the amount of \$21,600. Mrs. Johnson seconded. The motion passed unanimously.

TREASURER'S REPORT:

Treasurer Mr. Mann presented the check register. The beginning balance on the check register was \$222,943.47, there were deposits of \$87,484.98 and disbursements were \$127,423.94 leaving an ending balance of \$183,004.51. Mr. Mann made a motion to approve all EFTs, transfers and checks numbered 14974 through 15021, and interim checks 15023 to 15026. Mr. Scholl seconded the motion and it passed unanimously.

Mr. Mann reviewed the other financial reports presented. There was a discussion on various escrow balances.

DIRECTOR'S REPORT:

Mr. Hastings presented the Director's Report to the Committee and is attached herewith. There was a discussion about the sample stations recently installed and information on coliform was handed out.

SOLICITOR'S REPORT:

Mr. Watt reported that the New House Water Service Agreement is ready. Mr. Scholl made a motion to approve and execute the New House Water Service Agreement contingent upon Mikelen LLC establishing the escrows. Ms. Webster seconded and the motion passed unanimously.

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

OLD BUSINESS:

The Upper Providence Intermunicipal Agreement has been approved and is on the way.

Mrs. Johnson made a motion to approve the Customers Bank resolution and have the secretary execute it. Mr. Traupman seconded. The motion passed unanimously.

There was a discussion on the emergency notification system and the access and accessibility of the data base. The Director is to follow up on this issue.

NEW BUSINESS:

Mr. Scholl handed out an updated schedule of funding progress for the Pension Plan.

The meeting was adjourned to an executive session for personnel matters at 8:24 PM.

Respectfully submitted,

Rowan Keenan, Chairman

Patricia Webster, Secretary