

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

**Collegetville Borough Hall
Collegetville, Pennsylvania
February 16, 2016**

The Collegetville-Trappe Joint Public Works Committee meeting was called to order on the above date at 7:25 PM. Members present were Mr. Keenan, Mr. Traupman, Mr. Scholl, Ms. Webster, Mrs. Johnson and Mr. Mann. Also present were attorneys Joe Clement 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 January 19, 2016 with two minor changes. Mrs. Johnson seconded the motion and it passed unanimously.

PUBLIC INPUT:

There was no Public Input.

ENGINEERING REPORT:

The Engineer reported that they have the revised drawings for the generator and will be getting the local permits required to move forward.

The Stearly Tract water infrastructure is approximately 33% complete. He recommended an escrow release of \$65,580.25. Mr. Mann made a motion to approve the escrow release. It was seconded by Mr. Scholl and passed unanimously.

Revised plans have been received for the Old School/ New House project which addressed the items in the last response letter. Another response was issued to Gorski Engineering indicating which comments are still outstanding.

The 3rd & Park Avenue water service relocation plans are completed. We should be able to speed up the bid/award schedule to accommodate the time line with the Borough and their paving schedule. Bid opening is tentatively scheduled for March 24th. It was agreed that Public Works will have a special meeting to award the bid on March 31st, at 2:00PM at the Collegetville Borough Hall.

Mr. Scholl reported that Trappe & Perkiomen Twp have agreed to do road work on Betcher Road in the summer of 2017. Mr. Scholl inquired about possibly planning the Third Avenue and Betcher Road project that is listed in the Capital Expenditure plan for \$602,000 prior to the road work scheduled. After a lengthy discussion it was agreed to plan on surveying for the project in late summer or early fall.

TREASURER'S REPORT:

Treasurer Mr. Mann presented the check register. The beginning balance on the check register was \$129,307.84, there were deposits of \$312,241.43 and disbursements were \$330,789.50 leaving an ending balance of \$110,759.77. Mr. Mann made a motion to approve all EFTs and Check Nos. 14873 through No. 14919. Mr. Scholl seconded the motion and it passed unanimously.

Treasurer Mr. Mann reported that a CD for \$240,000 was purchased at Ambler Savings Bank on January 29th. The Balance Sheet and the Budget Profit and Loss Report were also presented.

Mr. Mann reported that the \$40,000 Schwabb note came due. Mr. Mann made a motion to transfer the Schwabb note funds including interest earned to the general checking account and to purchase another CD for up to \$240,000. Mr. Scholl seconded the motion, it passed unanimously.

Mr. Mann discussed and commented on the Cell Site Report.

DIRECTOR'S REPORT:

Mr. Hastings presented the Director's Report to the Committee and is attached herewith. There was a conversation about the 5 additional sample stations that the PA DEP requires to be completed by April 1st.

SOLICITOR'S REPORT:

There was no Solicitor's Report.

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

OLD BUSINESS:

Mr. Scholl reported that TD Bank and Customers Bank will be quoting banking fees. Citizens Bank does not handle municipal work and will not provide a quote. The quotes are expected at the end of the month. Mr. Mann requested that First Niagara be approached for a quote. Mr. Scholl also discussed the By Laws. It was agreed that Mr. Mann and Mr. Scholl will sit down again to discuss. Trappe Borough manager did follow up on the approval of the inter-municipal agreements with Upper Providence. He did not receive a response.

NEW BUSINESS:

Mr. Scholl handed out information about Pennsylvania Pension Plans and a discussion ensued.

The meeting was adjourned to an executive session for personnel matters at 8:15 PM.

Respectfully submitted

Rowan Keenan, Chairman

Patricia Webster, Secretary