

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

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

The Collegeville-Trappe Joint Public Works Committee meeting was called to order on the above date at 7:55 PM. Members present were Mr. Keenan, Mr. Traupman, Mr. Scholl, Ms. Webster, Mrs. Johnson and Mr. Mann. Also present were attorneys Mark Hosterman and Kathy Thomas, Matt Boggs of Entech Engineering, and Director Joseph Hastings.

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

At this time Attorney Mark Hosterman took control of the meeting for the purpose of reorganization.

Attorney Hosterman asked for nominations for the position of Chairman. The Chairman Representative must rotate between the two boroughs annually. Mr. Mann nominated Mr. Keenan for the position of Chairman. There being no further nominations, Mr. Scholl made a motion to elect Mr. Keenan as Chairman. Mrs. Johnson seconded the motion and it passed unanimously. Attorney Hosterman turned the meeting over to Chairman Keenan.

Mr. Scholl nominated Mrs. Johnson for the position of Vice Chairman. There being no further nominations, Mr. Mann made a motion to elect Mrs. Johnson as Vice Chairman. Mr. Traupman seconded the motion and it passed unanimously.

Mrs. Johnson nominated Mr. Mann for the position of Treasurer. There being no further nominations, Mr. Scholl made a motion to elect Mr. Mann as Treasurer. Mrs. Johnson seconded the motion and it passed unanimously.

Mr. Mann nominated Mr. Scholl for the position of Assistant Treasurer. There being no further nominations, Mrs. Johnson made a motion to elect Mr. Scholl as Assistant Treasurer. Mr. Traupman seconded the motion and it passed unanimously.

Mr. Scholl nominated Ms. Webster for the position of Secretary. There being no further nominations, Mr. Scholl made a motion to elect Ms. Webster as Secretary. Mrs. Johnson seconded the motion and it passed unanimously.

Mrs. Johnson nominated Mr. Traupman for the position of Assistant Secretary. There being no further nominations, Mr. Mann made a motion to elect Mr. Traupman Assistant Secretary. Mrs. Johnson seconded the motion and it passed unanimously.

Mr. Mann made a motion to appoint Entech Engineers as the Public Work's Engineer for 2015. Mrs. Johnson seconded the motion and it passed unanimously.

Mr. Mann made a motion to confirm the appointment the law firms of Wisler Pearlstine, LLP and Hladik, Onorato & Federman, LLP to serve as the Public Works' solicitors for 2015. Mr. Scholl seconded the motion and it passed unanimously.

MINUTES:

Mr. Mann made a motion to approve the meeting minutes of December 15, 2015, as presented. Mr. Traupman seconded the motion and it passed unanimously.

PUBLIC INPUT:

There was no Public Input.

ENGINEERING REPORT:

The Engineer reported that Peco will allow the additional tap of the gas line for our generator. The plans are being revised for permitting. This is expected to happen at the end of March.

The water infrastructure at Stearly Tract is 25% complete.

Revised plans have been received for the Old School/ New House project. A response letter has been issued for the few remaining items.

The 3rd & Park water service relocation plans are being designed and should be completed for the February meeting for review. Plan on going out to bid at the end of March or early April. The time line will be coordinated with the Borough and their paving schedule.

TREASURER'S REPORT:

Assistant Treasurer Mr. Scholl presented to the Committee the Bank Check Register, Balance Sheet, and Budget Profit and Loss Report. The beginning balance was \$156459.44, there were deposits of \$78,794.22 and disbursements were \$105,495.82 leaving an ending balance of \$129,307.84. Mr. Scholl made a motion to approve all EFTs and Check Nos. 14820 through No. 14868 including the EFTs and additional interim checks that total \$12,003.71. Mr. Mann seconded the motion and it passed unanimously.

Mr. Scholl reported that a CD matured at Trumark. Mr. Scholl made a motion to purchase a CD for 18 months at 1% from Ambler Savings Bank with a "bump up" capability should rates rise. Mr. Mann seconded and it passed unanimously.

Mr. Scholl discussed and commented on the Cell Site, Profit and Loss and Balance Sheet reports.

DIRECTOR'S REPORT:

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

SOLICITOR'S REPORT:

Attorney Hosterman reported that back rent was collected from Verizon for a cell site.

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

OLD BUSINESS:

Mr. Scholl will discuss the By Laws at the next Borough Council meeting. Trappe Borough manager will follow up on the approval of the intermunicipal agreements.

NEW BUSINESS:

Mr. Scholl distributed information about bank fees. It was decided that Mr. Scholl will do a comparison of the local banks and Request for Proposals.

The meeting was adjourned to an executive session for personnel matters at 8:45 PM.

Respectfully submitted

Rowan Keenan, Chairman

Patricia Webster, Secretary