

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

**Collegetville Borough Hall
Collegetville, Pennsylvania
June 21, 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. Traupman, Mr. Scholl, Ms. Webster, Mrs. Johnson and Mr. Mann. Mr. Keenan was absent. 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. Traupman made a motion to approve the meeting minutes of May 17, 2016 with one spelling error. Mr. Scholl seconded the motion and the motion carried unanimously.

PUBLIC INPUT:

Mr. Schuetz reported that there would be a representative from National Lands Trust doing a stewardship evaluation of Water Works Park on Thursday.

ENGINEERING REPORT:

Mr. Boggs presented the Engineer's Report to the committee and is attached herewith.

A meter pit and meter have been installed at the Stearly Tract, additional meter pits still remain to be installed.

The preconstruction meeting was held for the Newhouse portion of the Oldschool/Newhouse development. Anticipated start date for the water facilities is following the sanitary sewer install. Shop drawings have been processed. There are still some outstanding items for the Oldschool portion which is waiting follow up from the developer, including a flow test.

There was no activity to report on the Monument of Glenwood.

The 3rd & Park Avenue project is moving along. The preconstruction meeting was in late April. The shop drawings were processed. Construction began and is now almost complete. A payment application can be expected by the next meeting.

An engineering work order needs approval for the water main on Betcher and Third project. This project will loop our system together. A conversation ensued about the design of the project. Ms. Webster made a motion to approve the submitted work order. Mr. Scholl seconded. The motion carried unanimously.

TREASURER'S REPORT:

The 2015 Audit will be presented by Styer Associates next month.

Treasurer Mr. Mann presented the check register which is attached herewith. The beginning balance on May 17, 2016 was \$211,319.53, there were deposits of \$188,193.12, and disbursements were \$158,090.58 leaving an ending balance of \$241,422.07 on June 17, 2016. Mr. Mann made a motion to approve all EFTs, transfers and checks numbered 15076 through 15126. Mr. Scholl seconded the motion and it passed unanimously.

Mr. Mann reviewed the other financial reports which are also attached herewith. There was a discussion on escrow balances.

DIRECTOR'S REPORT:

Mr. Hastings presented the Director's Report to the Committee and is attached herewith. There was a conversation about the relationship of the water main break reported and the loss on the production report. The Director reported that there will be new valves installed on Eleventh Ave within the next month prior to Colleeville Borough replacing the culvert. A red tail hawk was rescued from the compost site.

SOLICITOR'S REPORT:

Mr. Hosterman reported that he has successfully contacted someone at T-Mobile via both email and telephone. The contact person is waiting for authorization for the payment. Mr. Hosterman recommends we wait until we hear from them.

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

OLD BUSINESS:

Mr. Mann and Mr. Scholl reported that they have not yet come to an agreement as to the changes to the Bylaws but they are continuing to work on it.

NEW BUSINESS:

There was no new business.

The meeting was adjourned to an executive session on benefits at 7:59 PM.

Respectfully submitted,

Rowan Keenan, Chairman

Patricia Webster, Secretary