Minutes of the Meeting
of the
Collegeville-Trappe Municipal Authority

Trappe Borough Hall
Trappe, Pennsylvania
July 16, 2014

Chairman Bryant called the Collegeville-Trappe Municipal Authority meeting to order on the above date at 7:00 PM. The Chairman called for the Pledge of Alligence to the Flag. Members present were Mr. Schuetz, Mr. Mann, Mr. Keenan, Mr. Bryant, and Mr. Traupman. Mr. Edwards was absent. Also present was Attorney Paul Mullin, Doug Berg, Engineer, and Director Joseph Hastings.

MINUTES:

Mr. Mann made a motion to approve the June 18, 2014, meeting minutes as corrected. Mr. Schuetz seconded the motion and it passed unanimously.

PUBLIC INPUT:

There was no Public Input.

ENGINEER'S REPORT:

There was no Engineer's Report but Mr. Berg reported that Entech has delivered the contracts for the I/I Project to the contractor with the Notice to Proceed.

TREASURER'S REPORT:

The Chairman called on Mr. Mann for the Treasurer's Report. The beginning balance was $10,748.78 deposits were $112,676.20, disbursements were $101,821.50 leaving an ending balance of $21,603.48. Mr. Mann made a motion that check numbers 2063 through 2075 be approved for payment which includes interim checks for Direct Energy, Exeter Supply, PECO, and Rahns Construction. Mr. Schuetz seconded the motion and it passed unanimously.

The Treasurer reported that the First Cornerstone Bank CD will come due on August 13, 2014. After discussion, Mr. Mann made a motion to cash out the CD and deposit the proceeds into the TD Checking Account with the option to reinvest the money or remain in the TD Checking for payment of projects. Mr. Keenan seconded the motion and it passed unanimously.

Mr. Mann advised that Public Works analyzed their Schwab Account and divided it into three categories:

Tier 1 equaled investments with maturity dates through February 2016 be held to maturity.

Tier 2 equaled investments with maturity dates from August 2016 through February 2017 should be sold gradually by the end of the year.

Tier 3 equaled the balance of investment maturing from November 2017 through February 2022 be held and revisited in January 2015.

The Treasurer said he was evaluating CTMA's Schwab Investments and discovered that they mirror Public Work's; they all have the same maturity dates, purchase dates, and yields. Only the face amounts differ. For CTMA:

Tier 1 equals face value of $435,000
Tier 2 equals face value of $310,000
Tier 3 equals face value of $317,000 and is approximately 9% of total investments including cash.

Mr. Mann made a motion that he be given the authority to follow Public Work's model (selling Tier 2, transferring proceeds to TD Checking and looking for suitable investments). Mr. Traupman seconded the motion and it passed unanimously.

The Treasurer reported that on May 31, 2014, a US Treasury Note in the Schwab Investment Account matured and was automatically deposited into the Schwab Money Market Fund in June. The Schwab Money Market funds were then transferred into the TD Bank Checking account in the amount of $85,900.00. The Treasurer moved $300,000.00 from the TD Bank Checking Account into a two year Victory Bank CD for $200,000.00 at an interest rate of 1.25%, and $100,000.00 into the Victory Bank Savings Account. Mr. Mann made a motion authorizing the $200,000.00 Victory Bank CD purchase and the $100,000.00 deposit into the Victory Bank Savings Account. Mr. Traupman seconded the motion and it passed unanimously.

DIRECTOR'S REPORT:

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

The Director reported that the EMC Insurance policy will renew in August. Currently, the Treasurer is covered up to $500,000.00 under the blanket policy for Public Official's Dishonesty. The Director will be getting quotes from PERMA and other carriers regarding the entire CTMA policy and bonding for the Treasurer. It was decided to wait until these quotes are compiled before a decision is made on the Treasurer bonding. There was a discussion on changing the By-Laws to exclude the bonding for the Treasurer.

SOLICITOR'S REPORT:

Upon recommendation of Solicitor Mullin, Mr. Keenan made a motion to adopt CTMA Resolution 2014-2 amending the Right to Know Policy of the Collegeville-Trappe Municipal Authority. Mr. Mann seconded the motion and it passed unanimously.

There was a discussion on alternative meeting nights. A memo will be sent to the Public Works Committee regarding the Authority's decision on this matter.

CHAIRMAN'S REPORT:

There was no Chairman's Report.

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

OLD BUSINESS:

There was no Old Business.

NEW BUSINESS:

There was a discussion about the Trappe Borough Building Inspector handling the building sewer inspections under the International Plumbing Code. The building sewer is defined as the line which connects the lateral to the building. Recently, Trappe Borough is requiring that a permit be acquired from the Borough for any building sewer repairs or installations. CTMA will still require that an inspection permit be issued through the Authority for any repairs or installations. The Engineer will check to make sure CTMA is consistent with IPC specifications.

The meeting was adjourned at 7:45 PM.

Fred Schutz

Secretary