

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

**Virtual Meeting  
November 18, 2020**

Chairwoman McKinney called the Collegetville-Trappe Joint Public Works Committee meeting to order on the above date at 7:16 PM. Members present were Mrs. McKinney, Mr. Traupman, Ms. Perlin, Mrs. Johnson, and Mr. Strauss. Mr. Farr was absent. Also present were attorneys Rebecca Geiser of Kilkenny Law, LLC, and Dave Onorato of Hladik, Onorato & Federman, LLP, and the engineer, Matt Boggs, of Entech Engineering and the Director, Joseph Hastings.

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

**MINUTES:**

Mr. Strauss made a motion to approve the meeting minutes of October 27, 2020 as presented. Mr. Traupman seconded the motion and it passed unanimously.

**PUBLIC INPUT:**

There was no public input.

**ENGINEERING REPORT:**

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

The engineer had no update for the 199 W. Third Avenue project.

Mr. Boggs reported that they have been providing observation for the relocation of the water main on First Ave for the Royal Farms project. The water main relocation should be completed within the next two weeks.

The engineer stated the final hard copy of the Standard Operating Procedures will be available prior to Thanksgiving.

Mr. Boggs reported that Glenwood Reserve has contacted them in reference to the final escrow release. A punch list needs to be performed which is scheduled for next week.

The engineer stated that the plans for Trappe Village project will be reviewed in the coming weeks.

**TREASURER'S REPORT:**

Ms. Perlin presented the check register which is attached herewith. The beginning balance on the Customers Bank's check register as of October 27, 2020, was \$201,356.45, deposits were \$63,824.89, and disbursements were \$37,992.68, leaving an ending balance of \$227,187.66 on November 16, 2020. Ms. Perlin made a motion to approve check numbers 17441 through 17769, all EFTs and journal entries. Mrs. Johnson seconded the motion and the motion passed unanimously.

Ms. Perlin reviewed the other financial reports which are attached herewith. The 2020 Budget was also addressed and the potential of needing a rate increase.

Mrs. Johnson made a motion to disperse \$25,000 to each Borough from the cell site fund. Mrs. McKinney 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 there were to water main breaks since the last meeting.

**SOLICITORS' REPORTS:**

Mr. Onorato stated he spoke with the attorney from Eye Design on the Well #8 electric easement today. Their concern is the need for the extra 10' for a construction easement on top of the original 20' for the electric line easement. After discussion it was agreed to keep the construction easement.

Mrs. Johnson stated that both Boroughs passed the resolution for the Mutual Aid Agreement.

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

**OLD BUSINESS:**

Mr. Hastings stated there is no update on the Trappe Center PERC issue.

**NEW BUSINESS:**

Mrs. Johnson motioned to advertise the 2021 meeting dates as proposed, which was seconded by Mr. Traupman. The motion passed unanimously.

Mrs. Johnson made a motion to engage Styer and Associates, Inc. for the 2020 audit in the amount of \$7395. Mr. Strauss seconded the motion and it passed unanimously.

The meeting was adjourned at 7:52 PM.

Respectfully submitted,

Marion McKinney, Chairwoman

Stewart Strauss, Secretary