

MINUTES OF THE REGULAR MEETING
OF THE MONTH OF OCTOBER
PERKASIE REGIONAL AUTHORITY
MONDAY, OCTOBER 10, 2022

The regular meeting of the month was convened in the Authority Office, 150 Ridge Road at 6:29 p.m. on October 10, 2022 by Chairman David Watt. Attending in addition to the Chairman were Board Members J. Thomas Horn, David Bedillion, and Ben Rainear. Absent from the meeting with the consent of the Board was Stephen Algeo. Staff members present: Nicholas Fretz, Manager, Peter C. Andersen, Engineer, John N. Schaeffer, III, Esquire, Solicitor, and Laura Snyder, Accounts Payable.

NEW BUSINESS:

None this meeting.

EXECUTIVE SESSION:

None this meeting.

MINUTES:

Upon motion by Rainear, seconded by Bedillion, the Minutes of the regular meeting of September 12, 2022 were unanimously approved as written.

PUBLIC FORUM:

- a) 1013 N. 5th St. – Property owner, George Schumacher, requested relief from his bill due to the required watering of new sod and the unforeseen drought in the previous months.
See Official Board Action
- b) 1017 N. 5th St. – Property owner, Luke Negley, requested relief from his bill due to the required watering of new sod and the unforeseen drought in the previous months.
See Official Board Action
- c) 314 S. 9th St. – Property owner, Stephen Reichman, requested relief from his bill due to a leaking toilet that has since been fixed.
See Official Board Action
- d) 3 N. 7th St. Apt. 205 – Property owner, Corey Clymer, requested relief from his bill due to a leaking toilet that has since been fixed.
See Official Board Action

CORRESPONDENCE:

None this meeting.

PWTA:

- a) Minutes from the August 2022 meeting
- b) August 2022 flow reports
- c) PRA Purchase Capacity Letter – The Manager presented the letter PWTA sent out to all of the members on PRA's behalf letting them know that we would like to purchase capacity.
- d) PWTA 2023 Budget – The Manager presented the PWTA 2023 Budget which showed an increase in treatment costs of almost 13% for PRA.

FINANCIAL INFORMATION:

- a) Balance Sheet for September 2022
- b) Profit and Loss Budget Overview Reports for September 2022
- c) Statement of Trust Funds – September 2022
- d) Revenue Fund Requisition Number 573 in the amount of \$277,808.96.
- e) Bond Redemption and Improvement Fund Requisition Number 1079 and 1080 in the total amount of \$36,248.00.
- f) Construction Fund Requisition Number 173 and 174 in the total amount of \$36,248.00.
- g) Project Summaries
- h) Developer Escrow Releases & Summaries

Upon motion by Watt, seconded by Horn, the Financial Information was unanimously approved.

OPERATIONS REPORT:

- a) Activity Report for September 2022
- b) Average production by month for September 2022
- c) Precipitation Report for September 2022
- d) Water Production Reports for September 2022
- e) Sewer truck reports

Upon motion by Rainear, seconded by Bedillion, the Operations Report was unanimously approved.

SOLICITOR'S REPORT:

- a) Grant Application – The Solicitor informed the Board that everything was moving along with the creation of the easements for the property owners.
- b) Pennridge Airport – The Solicitor stated that the easements and dedication was in process.
- c) Addendum to Employee Handbook – The Solicitor stated that he created the addendum to the handbook and would be covered under the Manager's Report.

Upon motion by Rainear, seconded by Bedillion, the Solicitor's Report was unanimously approved.

ENGINEER'S REPORT:

- a) Ridge Rd. Sewers – The Engineer stated that he wrote to the contractor to complete all of the punch lists items by October 31st. He further stated that he would be trying to schedule a meeting between PennDOT and the contractor.
 - b) Storage Tank – The Engineer stated that the plans and specification are near completion. He stated that they could not simulate taking the reservoir off-line until the modification to the SCADA controls were completed. The Board requested the Engineer to put it out for bid in the meantime and to wait to award the bid until they found out that the simulation worked.
 - c) 8th St. Commons – The Engineer stated that he was waiting for revised plans.
 - d) Spruce St. Townhouses – The Engineer stated that he was waiting for the contractor to address the punch list.
 - e) Old Bethlehem Pike – The Engineer stated that the design of the proposed water main along Old Bethlehem Pike and Tabor Road was underway. He received letters in support of the project from West Rockhill Township, East Rockhill Township, Bucks County Planning Commission, and the Bucks County Conservation District. He further stated that he received clearance letters from the Bucks County Agricultural Preservation Board and the Pennsylvania Historical and Museum Commission. He expected to send the submittal to PennVEST before the end of October.
 - f) Ridge Run Well Abandonment – The Engineer stated that two bids were received. The low bidder was A.C. Shultes with a bid of \$41,700.00.
- See Official Board Action**

Upon motion by Bedillion, seconded by Horn, the Engineer's Report was unanimously approved.

MANAGER'S REPORT:

- a) Resolution 2022-03: Establishing 2023 Salaries & Wages – The Manager presented Resolution 2022-03: Establishing 2023 Salaries & Wages for approval.
See Official Board Action
- b) Resolution 2022-04: Establishing 2023 Budget – The Manager presented Resolution 2022-04: Establishing 2023 Budget for approval.
See Official Board Action
- c) Resolution 2022-05: Establishing 2023 Meeting Dates – The Manager presented Resolution 2022-05: Establishing 2023 Meeting Dates for approval.
See Official Board Action
- d) Resolution 2022-06: Rates for 2023 – The Manager presented Resolution 2022-06: Rates for 2023 for approval.
See Official Board Action
- e) 2023 Holidays – The Manager presented the 2023 Holidays for approval.
See Official Board Action
- f) 2023 Bonus Calculation – The Manager presented the 2023 Bonus Calculation for approval, with the total bonus payout to be just under \$10,000.
See Official Board Action
- g) Resolution 2022-07: Application for PennVEST Grant – The Manager presented Resolution 2022-07: Application for PennVEST Grant for approval.
See Official Board Action
- h) Letter of Responsibility – The Manager presented the Letter of Responsibility for approval. He further stated that this was a requirement of the grant application.
See Official Board Action
- i) PRA Handbook Addendum – The Manager presented the PRA Handbook Addendum for approval. He further stated that this was regarding the on-call employees and how they would be paid along with the ability to use the company vehicles while on-call for work use.
See Official Board Action

Upon motion by Bedillion, seconded by Rainear, the Manager's Report was unanimously approved.

OFFICIAL BOARD ACTION:

Upon motion by Watt, seconded by Rainear, the Board unanimously approved to credit 1013 N. 5th St. for the sewer charges in the amount of \$224.05.

Upon motion by Watt, seconded by Horn, the Board unanimously approved to credit 1017 N. 5th St. for the sewer charges in the amount of \$544.85.

Upon motion by Watt, seconded by Horn, the Board unanimously approved to credit 314 S. 9th St. for the sewer charges in the amount of \$1,516.40.

Upon motion by Watt, seconded by Rainear, the Board unanimously approved to credit 3 N. 7th St. Apt. 205 for the sewer charges in the amount of \$495.15.

Upon motion by Watt, seconded by Rainear, the Board unanimously approved the bid of \$41,700.00 from A.C. Shultes.

Upon motion by Watt, seconded by Rainear, the Board approved, with a vote of 3-1 with Horn opposed, Resolution 2022-03: Establishing 2023 Salaries & Wages, Resolution 2022-04: Establishing 2023 Budget, Resolution 2022-05: Establishing 2023 Meeting Dates, Resolution 2022-06: Rates for 2023, and Resolution 2022-07: Application for PennVEST Grant.

Upon motion by Watt, seconded by Rainear, the Board unanimously approved the 2023 Holidays.

Upon motion by Watt, seconded by Rainear, the Board unanimously approved the 2023 Bonus Calculation.

Upon motion by Watt, seconded by Rainear, the Board unanimously approved the Letter of Responsibility.

Upon motion by Rainear, seconded by Horn, the Board unanimously approved the PRA Handbook Addendum.

UNFINISHED BUSINESS/NEW BUSINESS:

None this meeting.

CHAIRMAN'S REMARKS:

None this meeting.

PUBLIC FORUM II:

None this meeting.

EXECUTIVE SESSION:

None this meeting.

ADJOURN:

There being no further business to come before the Board in the regular session and upon motion by Horn seconded by Bedillion, the meeting was adjourned at 7:44 p.m.

Respectfully Submitted,



Laura Snyder, Recording Secretary



David Bedillion, Secretary