

MINUTES OF THE ONLY REGULAR MEETING  
OF THE MONTH OF JUNE  
PERKASIE REGIONAL AUTHORITY  
TUESDAY, JUNE 18, 2019

The only regular meeting of the month was convened in the Authority Office, 150 Ridge Road at 6:30 p.m. on June 18, 2019 by Chairman David Watt. Attending in addition to the Chairman were Board Members J. Thomas Horn, Stephen Algeo and Robert Wasson. Absent with consent of the Board was David Bedillion. Staff members present: Nicholas Fretz, Manager, Peter C. Andersen, Engineer, John N. Schaeffer, III, Esquire, Solicitor and Patricia Fluck, Accounting Assistant.

**MINUTES:**

Upon motion by Wasson, seconded by Algeo, the Minutes of the regular meeting of May 21, 2019 were unanimously approved as written.

**PUBLIC FORUM:**

- a) Jason Leo, Marcum LLP - Mr. Leo presented to the Board the 2018 Audited Financial Statements and highlighted some of the most important aspects of the audit. Mr. Leo stated that the Authority had another very strong year and met the Rate Covenant requirement.

See Official Board Action

- b) Jamie Schlesinger, PFM Financial Advisors & Mark Quinn, Stifel, Nicolaus & Co. – Refinancing Opportunity - Mr. Schlesinger and Mr. Quinn made a presentation to the Board regarding bonding, financing options and long term financial goals for Perkasio Regional Authority (PRA) and a timeline as to what needs to happen when so that PRA can settle at the end of 2019 . The Manager informed the Board that to start this process, the Board would need to sign an engagement letter from Stifel to be our Underwriter or Placement Agent on this refinancing depending upon which direction the Authority decided to go. He further stated that although we appointed Stifel as PRA’s Underwriter at the beginning of 2019, PRA would still have to have an engagement letter signed with the Authority.

See Official Board Action

- c) Matthew Mercuri, Comstock Environmental – Mr. Mercuri made a presentation to the Board on the Annual Report and the Water Audit submitted by Comstock Environmental on behalf of Perkasio Regional Authority to Delaware River Basin Commission. Mr. Mercuri answered any questions from the Board.

**CORRESPONDENCE:**

East Rockhill Zoning Permit Application – The Manager stated that he received the denial letter from East Rockhill regarding PRA’s Zoning Permit Application, which was expected. He further stated that they have since submitted a plan and request to appear before the Zoning/Hearing Board and are waiting on East Rockhill to schedule a hearing.

**PWTA:**

- a) Minutes from the April 2019 meeting
- b) April 2019 flow reports

**FINANCIAL INFORMATION:**

- a) Balance Sheet for May 2019
- b) Profit and Loss Budget Overview Reports for May 2019
- c) Statement of Trust Funds – May 2019
- d) Revenue Fund Requisition Number 530 in the amount of \$124,239.55.
- e) Construction Fund Requisitions Numbers 49 through 50 in the amount of \$13,829.00.
- f) Project Summary

Upon motion by Algeo, seconded by Horn, the Financial Report and the List of Bills – Items d) through e) were unanimously approved.

**OPERATIONS REPORT:**

- a) Activity Report
- b) Sewer truck report – Internal Use Value Report
- c) Average production by month for May 2019
- d) Precipitation Report for May 2019
- e) Water Production Reports for May 2019

Upon motion by Algeo, seconded by Wasson, the Operations Report was unanimously approved.

**SOLICITOR'S REPORT:**

- a) Legal Issues – The Solicitor deferred all questions to the Manager.

Upon motion by Horn, seconded by Algeo, the Solicitor's Report was unanimously approved.

**ENGINEER'S REPORT:**

- a) Pennridge Airport – The Engineer informed the Board that the Airport project has passed the hydrostatic and bacteria tests for the public water facilities.
- b) Hidden Meadows – The Engineer stated the water and sewer facilities were installed and a punch list was prepared for the contractor.
- c) Booster Station – The Engineer stated that they submitted the zoning permit application to East Rockhill and, as expected, it was rejected. He further stated an application was submitted to the East Rockhill Zoning Hearing Board for variances that are necessary and once those variances are approved, PRA would then need to apply for Conditional Use and Land Development approval.

Upon motion by Wasson, seconded by Algeo, the Engineer's Report was unanimously approved.

**MANAGER'S REPORT:**

- a) Summer Internship – The Manager stated there is a local resident attending college in Oklahoma who is studying environmental sustainability science and natural resources. The Manager further stated that this resident expressed an interest in water quality and local water resources and would like the opportunity to get some experience in the water supply industry as a summer intern. He further stated this industry has a tough time attracting and retaining talent, so to have a local resident studying environmental sustainability and ask about an internship was a big deal.  

See Official Board Action
- b) 1213 Tunnel Road – The Manager informed the Board that the property was surveyed and the Solicitor would be reaching out to the Solicitor of Perkasio Borough and requesting that the Borough force the property owner to comply with the approved 2008-4 Resolution. He further stated that in addition to the compliance to Perkasio Borough's 2008-4 Resolution, he would recommend that the Solicitor file a lawsuit in court for theft of service since one unit on this property has an outstanding balance of \$1,162.23.
- c) Office Vehicle – The Manager informed the Board that the new 2500 GMC pickup truck was delivered and in the next couple of weeks the light bar, plow, lift gate and decal would be installed.
- d) Jet Trailer – The Manager informed the Board that the bid went out on PennBid and all bids were rejected due to additional needed specifications. The Board directed the Manager to resubmit the bid to PennBid with the updated specifications for the jet trailer.
- e) Sewer Low Flow Meters – The Manager presented the Board with information on sewer low flow meters that could be placed in strategic areas within PRA's service area to help identify possible I & I infiltration into the sewer system.
- f) 217 Branch Road – The Manager informed the Board that the property owner has appealed the court decision of a mandatory connection with the Health Department. He further stated another court hearing was scheduled to take place in Doylestown Courthouse and would continue to update the Board as necessary.
- g) DEP Ridge Run Meeting – The Manager informed the Board that he would be attending the DEP Ridge Run Meeting scheduled with East and West Rockhill Townships.

Upon motion by Wasson, seconded by Horn, the Manager's Report was unanimously approved.

**OFFICIAL BOARD ACTION:**

Upon motion by Watt, seconded by Horn, the Board unanimously approved the 2018 Audited Financial Statements.

Upon motion by Horn, seconded by Wasson, the Board unanimously approved to sign the engagement letter for Stifel, Nicolaus & Co. for the refinancing opportunity.

Upon motion by Watt, seconded by Algeo, the Board unanimously approved to hire the Summer Intern for \$15.00 per hour, 40 hours per week for no longer than eight (8) weeks.

**CHAIRMAN'S REMARKS:**

- a) DEP Plume Contamination – The Chairman stated that the plume contamination would not be rectified for several years by the DEP and PRA should continue to monitor the movement of the plume to insure all PRA well sites are not affected by the contamination since it would potentially be very costly to PRA.

**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 Algeo, seconded by Wasson, the meeting was adjourned at 8:45 p.m.

Respectfully Submitted,

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Patricia Fluck, Recording Secretary

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David Bedillion, Secretary