

MINUTES OF THE FIRST REGULAR MEETING
OF THE MONTH OF OCTOBER
PERKASIE REGIONAL AUTHORITY
MONDAY, OCTOBER 7, 2019

The first regular meeting of the month was convened in the Authority Office, 150 Ridge Road at 6:30 p.m. on October 7, 2019 by Chairman David Watt. Attending in addition to the Chairman were Board Members J. Thomas Horn, Stephen Algeo, Robert Wasson and David Bedillion. Staff members present: Nicholas Fretz, Manager, Peter C. Andersen, Engineer, John N. Schaeffer, III, Esquire, Solicitor and Patricia Fluck, Accounting Assistant.

EXECUTIVE SESSION:

The Chairman announced that the Board met in an executive session prior to the regular Board meeting to discuss real estate and potential litigation stemming from disputed asbuilt invoices from Metropolitan Development Group.

MINUTES:

Upon motion by Algeo, seconded by Bedillion, the Minutes of the regular meeting of September 17, 2019 were approved as written.

PUBLIC FORUM:

- a) Richard Brooks (Constitution Square) - Mr. Brooks was not able to attend the meeting so the Board tabled this item to the next meeting.
- b) Giovanna Raffaelli, General Counsel, Metropolitan Development Group (MDG) and Dave Artman, Van Cleef Engineering, were present. Ms. Raffaelli stated that MDG was disputing the most recent invoices submitted for asbuilt review by PRA's Engineer, Andersen Engineering in the amount of \$9,038.30. During discussions with the Board and Ms. Raffaelli it was noted that the asbuilts submitted were not in the proper format required by PRA specifications. Mr. Artman stated that the asbuilts submitted to PRA were in the only format he could provide due to Metropolitan changing engineering firms and his office only received photocopied prints to work from to submit the asbuilts. Mr. Artman further stated that there are other municipalities who have accepted the submitted format. Chairman Watt stated the Board met in Executive Session earlier and discussed offering Metropolitan a refund from PRA's charges in the amount of \$1,033.54, in addition to Andersen Engineering refunding \$5,000.00. Ms. Raffaelli stated that she was not authorized to accept any offers from PRA at this time, however, she would pass on the offer to Metropolitan. In addition, Ms. Raffaelli thanked the Board for their consideration in this matter.

CORRESPONDENCE:

- a) 515 W. Walnut Street, Perkasio, PA – Representative from 515 W. Walnut Street Association (property owner) requested a credit on the sewer portion of his bill for a leak in basement that was since fixed.

See Official Board Action
- b) 1105 N. 7th Street, Perkasio, PA – Mr. Hosking (property owner) requested a credit on the sewer portion of his bill for an outside hose continually running that has seen been located and turned off.

See Official Board Action
- c) 7 N. 7th Street, Perkasio, PA – Mr. Young (Rita's store owner) requested to have an additional meter installed on his water ice making machine so he does not have to pay the sewer charges for water being used to make water ice. He further stated that the most recent bill was higher than usual. After some discussions with the Board regarding the higher bill and the meter request, the Board directed PRA staff to complete a trend on the property to insure there were no leaks contributing to the higher bill and the Board would consider the request for an additional meter.

CORRESPONDENCE:

- a) Pennridge Chamber of Commerce Breakfast Meeting - The Manager informed the Board of the Breakfast Meeting and advised if anyone would like to attend, please let him know. The Board directed the Manager to attend the Breakfast since it would include the State and County elected officials.

FINANCIAL INFORMATION:

- a) Revenue Fund Requisition Number 535 in the amount of \$50,029.45.

Upon motion by Wasson, seconded by Algeo, the Financial Report and the List of Bills – Item a) was unanimously approved.

MANAGER'S REPORT:

- a) 1213 Tunnel Road – The Manager stated that the tapping fees and the outstanding sewer charges on both accounts has been paid in full by the property owner. He further stated that the property owner will be making the physical connection to the water system in the coming weeks and the meters and service line will be inspected at that time. In addition, he further stated that he also sent the property owner a letter notifying them that they will need to abandon and cap the private well as well as complete any necessary paperwork from the Health Department.
- b) 217 E. Branch Road – The Manager presented the Board with a copy of the letter sent from the Health Department to the property owner notifying them that they have 30 days to make the physical connection to the sewer main and pay the tapping fee.
- c) Luong Lawsuit – The Manager stated that PRA's insurance company had assigned legal counsel to respond to the Plaintiff's lawyer and presented that response to the Board. He further stated that the insurance company lawyer was requesting that PRA be removed from any further litigation as it had nothing to do with the Authority or property.
- d) ERT Conditional Use – The Manager stated that East Rockhill Township has PRA on the Supervisors agenda for the meeting on October 22, 2019 and Pete from Andersen Engineering will be representing PRA.
- e) KMIT Grant – The Manager presented the Board Report an email correspondence from PRA's Workers Compensation Trust. He further stated that PRA was receiving a \$1,200 Safety Grant Award from KMIT for purchasing new safety equipment at the beginning of 2019.
- f) PWTA 2020 Budget – The Manager presented the 2020 PWTA Budget to the Board. Mr. Wasson, Chairman of PWTA Board, went over the budget and answered any questions. The Manager stated that PRA's costs increased a little more than 1% however, he anticipated about a 3% increase, so was pleasantly surprised.
- g) Employee Longevity Bonus 2019 – The Manager presented the Bonuses for 2019, which PRA has approved in the past. He further stated that the bonus had a base of \$200 per employee and then a \$25 per year bonus on top of that amount. The total bonus payout would be roughly \$3,700.00. The Board directed the Manager to initiate the payout in the payroll to coincide with the holiday employee luncheon.
- h) PRA 2020 Budget – The Manager stated that this new updated 2020 Budget incorporated the PWTA costs and showed PRA with an increase of roughly 2.3% over last year's budget. He further stated that this budget proposal called for a \$0.25 rate reduction for the average rate customer using both water and sewer. The Manager stated that the reason the budget increased 2.3% was due to the fact that the reserve for debt coverage increased more than 300%. He further included in this budget projection was the salary proposal for 2020. The total salaries would increase roughly 2.3% over last year.

MANAGER'S REPORT (CONTINUED):

- i) 2020 PRA Meeting Dates – The Manager presented the 2020 PRA Meeting Dates with PRA potentially having just 1 meeting a month in 2020. He further suggested that PRA moved the meetings to the 2nd Tuesday of every month. The Manager stated that would create a meeting schedule consisting of: Perkasio Borough Council meeting the first Monday of the month, PRA meeting the 2nd Tuesday of the Month, Perkasio Borough Council meeting the 3rd Tuesday of the month and then a PWTA meeting the last week of the month.
- j) MuniciBid Results – The Manager presented an update on PRA's MuniciBid bids on vehicles that PRA was no longer in need of, namely the old jet truck and the old truck that was replaced by the 2019 truck. He further stated that in addition to those 2 trucks, PRA was also selling a brand new bumper and tailgate from the 2019 truck that weren't needed when PRA installed the lift gate. The amounts of those bids are: \$5,100.00 for the Jet truck, \$8,103.00 for the 2002 pick-up truck with plow, and \$220.00 for the bumper and tailgate. The Manager stated that PRA will notify the highest bidders and transfer any and all titles (if necessary) only after accepting cash or certified (cashier's) check.
- k) Earth Engineering Quote – The Manager presented the Geotechnical Cost Estimate for the Park Avenue Booster Station and asked for Board approval.

See Official Board Action

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

OFFICIAL BOARD ACTION:

Upon motion by Watt, seconded by Bedillion, the Board unanimously approved to credit 515 W. Walnut Street, account #5830, the sewer charges due to a leak in the basement that was since fixed in the amount of \$135.55.

Upon motion by Watt, seconded by Bedillion, the Board unanimously approved to credit 1105 N. 7th Street, account #0706, the sewer charges due to an outside hose continually running that has been located and turned off in the amount of 271.55.

Upon motion by Watt, seconded by Algeo, the Board approved with a 4-1 vote with Horn voting nay, to accept Earth Engineering's Quote dated October 7, 2019 for geotechnical engineering of the Park Avenue Booster Station in the amount of \$7,425.00.

CHAIRMAN'S REMARKS:

None this meeting.

PUBLIC FORUM II:

None this meeting.

EXECUTIVE SESSION:

The Board did not have an Executive Session after the meeting.

ADJOURN:

There being no further business to come before the Board in the regular session and upon motion by Horn, seconded by Wasson, the meeting was adjourned at 8:30 p.m.

Respectfully Submitted,

Patricia Fluck, Recording Secretary

David Bedillion, Secretary