

MINUTES OF THE REGULAR MEETING
OF THE MONTH OF AUGUST
PERKASIE REGIONAL AUTHORITY
MONDAY, AUGUST 10, 2020

The regular meeting of the month was convened in the Authority Office, 150 Ridge Road at 6:33 p.m. on July 13, 2020 by Chairman David Watt (at Authority building). Attending in addition to the Chairman were Board Members J. Thomas Horn (at Authority building), Benjamin Rainear (virtually attended), Stephen Algeo (virtually attended) and David Bedillion (at Authority building). Staff members present: Nicholas Fretz, Manager (at Authority building), Peter C. Andersen, Engineer (virtually attended), John N. Schaeffer, III, Esquire, Solicitor (virtually attended) and Patricia Fluck, Accounting Assistant (at Authority building).

EXECUTIVE SESSION:

None this meeting.

MINUTES:

Upon motion by Bedillion, seconded by Rainear, the Minutes of the regular meeting of July 13, 2020 were unanimously approved as written.

PUBLIC FORUM (NO PUBLIC ATTENDED – REQUESTS WERE PRESENTED BY PRA STAFF)

- a) 113 N. 9th Street, Perkasio, PA – Property owner Linda Wismer requested a credit on the sewer portion of their bill for a leaking toilet that has since been fixed.
See Official Board Action
- b) 20 S. 5th Street, Perkasio, PA – Property owner Ralph Oswald III requested a credit on the sewer portion of their bill for a leaking toilet that has since been fixed.
See Official Board Action
- c) 11A Fairview Avenue, Perkasio, PA – Property owner Ms. Jelski requested a credit on the sewer portion of their bill for a leaking toilet (apartment building) that has since been fixed. The Manager informed the Board that this property was previously credited the one-time sewer relief credit. The Board denied the sewer credit due to only allowing a one-time sewer relief credit to a property and No Official Board Action was made.

CORRESPONDENCE:

- a) Letter from Property Owner at 519 Penny Lane, Perkasio, PA – The Manager stated that he received a letter from a customer thanking the Authority for the excellent customer service.
- b) KMIT Safety Report on Repeat Claimants - The Manager presented the Board with the Claims Report from KMIT (the insurance trust that handles our workers compensation insurance) and PRA had no recurring claims over the last five (5) years.

PWTA:

- a) Minutes from the June 2020 meeting
- b) June 2020 flow reports

FINANCIAL INFORMATION:

- a) Balance Sheet for July 2020
- b) Profit and Loss Budget Overview Reports for July 2020
- c) Statement of Trust Funds – July 2020
- d) Revenue Fund Requisition Number 547 in the amount of \$109,987.36
- e) Construction Fund Requisition Number 84 through 90 in the total amount of \$52,778.25
- f) Project Summaries
- g) Developer Escrow Releases & Summaries

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

OPERATIONS REPORT:

- a) Activity Report for July 2020
- b) Average production by month for July 2020
- c) Precipitation Report for July 2020
- d) Water Production Reports for July 2020
- e) Sewer truck reports
- f) 2020 Operations Summary

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

SOLICITOR'S REPORT:

- a) Project Updates –The Solicitor stated that there were no updates, from a legal standpoint, for any of the current projects.
- b) Right to Know Requests - The Solicitor stated PRA received two (2) RTK Requests - one regarding tapping fees and studies for the tapping fees and the other being a request for shut-off and penalty information during the pandemic. He further stated he was working with the Manager and the Engineer to gather all pertinent information for these requests and respond appropriately.

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

ENGINEER'S REPORT:

- a) Booster Station Electrical Work – The Engineer stated that the electrical contractor was still having difficulties in arranging for the relocation of the underground electric line and two (2) communication lines.
- b) Booster Station Pressure Reducing Vaults – The Engineer stated that the contractor should be on site during the week of August 17th.
- c) Perkasio Woods – The Engineer stated that in an effort to minimize costs to the developer, he did not have any staff on site during the installation of the chimney seals instead opting for an inspection of the chimney seals after installation. He further stated that the contractor improperly installed ALL of the twenty or so chimney seals. A punch list of items that still need to be addressed was sent to the developer.
- d) Perkasio Green (Cedar Ridge) – The Engineer stated they had a pre-construction meeting with the developer and the contractors.

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

MANAGER'S REPORT:

- a) Well #11 – The Manager stated that PRA had Raab Well Drilling pull the pump/casing and then scope the Well. He further stated that when the scoping was being done, the camera had stopped at 311 feet. PRA's paperwork on the well drilling years ago had showed the depth of the Well was 400 feet so PRA assumed that the Well had collapsed. The Manager further stated that he was able to find the original well drill report and it appeared that the Well drilling stopped at 311 feet not 400 feet. With that new knowledge, PRA will not need to have the Well re-drilled. He further stated that PRA would be having a company come to isolate the different fractures where the water was coming in and PRA will sample when those different levels are isolated to see which one was causing the elevated levels of total dissolved solids (TDS), turbidity, manganese and hopefully arsenic. The Manager stated that if PRA can isolate which fracture was causing this issue, the company can grout that section of the Well and hopefully have all of those issues subside.
- b) 262 E. Branch Road – The Manager stated that project was finally complete and the Tapping Fee would just be a standard Tapping Fee, so PRA would be refunding the owner roughly \$4,940 from the \$15,000 escrow PRA had received prior to the beginning of the project.

MANAGER’S REPORT (CONTINUED):

- c) 1319 W. Park Avenue – The Manager stated that PRA was made aware that this property was going to settlement on Monday, August 3, 2020 and when the PRA staff went to the property to obtain a final reading, it was noticed that there was a second electrical meter for the garage of the property and the administrative staff also saw the realtor listing and realized that the customer had built an apartment above the garage and never purchased an EDU for the dwelling. The Manager further stated that the apartment is a 2 bedroom apartment that is a fully, self-contained unit (with a kitchen, full bath and half bath on 1st floor). The Manager stated that when the final charges were sent to the settlement company, PRA included the \$19,815.00 of Tapping Fees for that unit. He further stated that after talking with Perkasio Borough staff (who issues Building and Occupancy Permits for the area), this property was only permitted to build a garage with storage above and not permitted for an apartment. The Manager stated that the settlement on the property did take place, however, the \$19,815.00 was being held in escrow by the title company due to the prior owner disputing the \$19,815.00 Tapping Fee charge. The Board directed the Manager to place an Official Lien on the property for the Tapping Fee and treat this property just like any other property in the service area.
- d) Storm Update – The Manager stated that the PRA service area had a historic amount of rain in a short period of time on Tuesday, August 4, 2020 from a tropical storm which caused a significant amount of flooding and damage. He further stated that with the flooding, PRA had numerous sewer backup calls because all of the mains were filled to capacity and caused some manholes to pop and discharge. The Manager stated that when talking to PWTA Chairman Bob Wasson, the sewer treatment plant processed more than 20 million gallons on that day alone.
- e) 2020 Budget Projection – The Manager presented the Board with the proposed 2021 Budget with no rate increase. After some discussion, the Board directed the Manager to also submit the proposed 2021 Budget with a slight increase at the next meeting for their review.
- f) Salary/Wage Projection – The Manager also presented the Board a salary/rate proposal. Most of the raises were around 3%.
- g) Vehicle List – The Manager stated that all of the vehicles were in good shape, except for the old (white) dump truck. He further stated that if the Board wants to replace vehicles on a rotating basis, then that was probably the next truck that would need to be replaced.

Upon motion by Horn, seconded by Algeo, the Manager’s Report was unanimously approved.

OFFICIAL BOARD ACTION:

Upon motion by Watt, seconded by Rainear, the Board unanimously approved to credit 113 N. 9th Street, account #2222, the sewer charges for a malfunctioning toilet that was since fixed in the amount of \$75.50.

Upon motion by Watt, seconded by Rainear, the Board unanimously approved to credit 20 S. 5th Street, account #1543, the sewer charges for a malfunctioning outside faucet that was since fixed in the amount of \$535.20.

UNFINISHED BUSINESS/NEW BUSINESS:

None this meeting.

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 Algeo, seconded by Rainear, the meeting was adjourned at 7:47 p.m.

Respectfully Submitted,

Patricia Fluck, Recording Secretary

David Bedillion, Secretary