

MINUTES OF THE REGULAR MEETING  
OF THE MONTH OF SEPTEMBER  
PERKASIE REGIONAL AUTHORITY  
MONDAY, SEPTEMBER 14, 2020

The regular meeting of the month was convened in the Authority Office, 150 Ridge Road at 6:30 p.m. on September 14, 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 (at Authority building) and John N. Schaeffer, III, Esquire, Solicitor (virtually attended).

**EXECUTIVE SESSION:**

None this meeting.

**MINUTES:**

Upon motion by Horn, seconded by Algeo, the Minutes of the regular meeting of August 10, 2020 were unanimously approved as written.

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

- a) 505 Grandview Avenue, Perkasio, PA – Property owner Donna Gebert requested a credit on the sewer portion of their bill for a leaking toilet that has since been fixed.  
**See Official Board Action**
- b) 122 Stonycrest Drive, Perkasio, PA – Property owner Stuart Berlin requested a credit on the sewer portion of their bill for a leaking faucet that has since been fixed.  
**See Official Board Action**
- c) 530 Vine Street, Perkasio, PA – Property owner Francis Tedeschi requested a credit on the sewer portion of their bill for a leaking toilet that has since been fixed.  
**See Official Board Action**

**CORRESPONDENCE:**

None this meeting.

**PWTA:**

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

**FINANCIAL INFORMATION:**

- a) Balance Sheet for August 2020
- b) Profit and Loss Budget Overview Reports for August 2020
- c) Statement of Trust Funds – August 2020
- d) Revenue Fund Requisition Number 548 in the amount of \$157,478.23
- e) Construction Fund Requisition Number 91 through 96 in the total amount of \$256,653.25
- 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 August 2020
- b) Average production by month for August 2020
- c) Precipitation Report for August 2020
- d) Water Production Reports for August 2020
- e) Sewer truck reports
- f) 2020 Operations Summary

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

**SOLICITOR'S REPORT:**

- a) Project Updates –The Solicitor stated the Perkasio Woods Easement and Dedication Agreement was complete and PRA had received payment on outstanding developer escrow so he recommended the Board sign the Agreement. In addition, there was Perkasio Woods' Performance Bond reduction to 10% of the original bond amount that the Board would need to approve. Chairman Watt questioned if 10% was the standard percentage because he believed the standard for PRA was 15% of the original bond amount. The Solicitor stated that the signed Agreement with Perkasio Woods stated 10% of the original bond amount.
- b) Grant Memo - The Solicitor presented the Board with the grant compliance requirements for the \$200,000.00 grant awarded to PRA. He further stated that these funds need to be used within three (3) years of the award date.

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

**ENGINEER'S REPORT:**

- a) Booster Station – The Engineer stated they resolved the conflict with the PPL line by encasing it in concrete to make it a part of the foundation. He further stated that the building permit from East Rockhill Township was received and the contractor was scheduled to pour the foundation in the beginning of September.
- b) Booster Station Pressure Reducing Vaults – The Engineer stated that all three (3) vaults were installed and the pressure reducing valves would be delivered in the middle of October.
- c) Perkasio Woods – The Engineer stated that he prepared the as-built drawings provided by the developer's engineer. In addition, the developer cleaned up the punch list for items that needed completing.
- d) Perkasio Green (Cedar Ridge) – The Engineer stated construction had commenced on this project and expected the sanitary sewer construction to begin the week of September 21<sup>st</sup>.
- e) Hidden Meadows – The Engineer stated the developer started the dedication process for the public water and sanitary sewer.

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

**MANAGER'S REPORT:**

- a) 2021 Budget – The Manager presented the 2021 Budget with a slight increase for the average customer of approximately 0.70% (\$2.00 increase per quarter) and an increase of 5% (\$0.20 per quarter) for fire protection charges. The Board and Manager discussed the presented 2021 Budget.
- b) Pennridge Airport – The Manager submitted a request from the Pennridge Airport Development to transfer one (1) EDU from a demolished property (property was owned by Pennridge Airport Development) to the Pennridge Airport Development project.  
**See Official Board Action**

**MANAGER’S REPORT (CONTINUED):**

- c) Meter Replacement Letter – The Manager presented a draft letter to the Board for all of the residents that have not yet upgraded to the radio transmitter water meters. He further stated that this letter would notify all of the roughly 28 customers who have yet to allow PRA to change out the meters that they have until the end of the year to either allow PRA to install the new meters or the resident must install a meter pit on their property at their cost or the resident’s water service will be discontinued until they were in compliance with one of the options.
- d) Late Fees/Shut Offs – The Manager presented the Board with a draft letter to be sent out to any property that has a balance that was due prior to the October 1st bill letting them know that those balances need to be paid by December 31, 2020 or the services would be shut off. In addition, he further recommended that the Board re-start the late fee process with the January 1, 2021 bills as well.
- e) 2021 MMO Obligation – The Manager presented the 2021 Minimum Municipal Obligation (MMO) for PRA which is calculated based on the 2020 payroll and would need to be paid in the beginning of 2021.
- f) PASWS Grant – The Manager informed the Board that PRA was the recipient of a \$200k grant from the PA Small Water and Sewer Program. He further stated the grant requires two (2) appointed “signors” and the Board agreed it should be the Manager and the PRA Chairman.
- g) Pressure Reducing Vaults for Booster Station Change Order #2 – The Manager presented the Board with Change Order #2 for the Pressure Reducing Vaults and the change order was an increase of \$1,000.00 for some proposed piping changes to provide greater flexibility in converting pressure gradients.  
**See Official Board Action**
- h) Perkasio Woods Easement and Dedication Agreement – The Manager presented the Board with the Perkasio Woods Easement and Dedication Agreement for approval.  
**See Official Board Action**
- i) Perkasio Woods Performance Bond Reduction – The Manager presented the Board with the Perkasio Woods Performance Bond Reduction for approval.  
**See Official Board Action**
- j) Hidden Meadows Phase 3 Water Pressure – The Manager stated there were 11 homes in this development that have low water pressure due to the elevation of those homes. He further stated that he recently received an email from the developer requesting the Authority’s help in fixing this issue for the 11 homeowners and the developer would like the Authority to provide booster pumps for these 11 homeowners to boost the pressure in each of the homes. The Manager stated the developer built the water system and knew that these 11 homes were going to be at the highest elevation of the surrounding area and that the pressure would drop pretty substantially from where the developer was connecting. The Manager further stated that PRA currently has a few properties in the service area that are seeing this same pressure or maybe even less. He further stated that keeping with what PRA has done in the past for low pressure properties was to inform all of those property owners that if they want the pressure above and beyond what PRA was providing, they would need an in-home booster pump.

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

**OFFICIAL BOARD ACTION:**

Upon motion by Watt, seconded by Horn, the Board unanimously approved to credit 505 Grandview Avenue, account #2617, the sewer charges for a malfunctioning toilet that was since fixed in the amount of \$144.95.

Upon motion by Watt, seconded by Rainear, the Board unanimously approved to credit 122 Stonycrest Drive, account #3089, the sewer charges for a malfunctioning faucet that was since fixed in the amount of \$161.10.

Upon motion by Watt, seconded by Bedillion, the Board unanimously approved to credit 530 Vine Street, account #3342, the sewer charges for a malfunctioning toilet that was since fixed in the amount of \$293.85.

**OFFICIAL BOARD ACTION (CONTINUED):**

Upon motion by Watt, seconded by Horn, the Board unanimously approved the request from the Pennridge Airport Development to transfer one (1) EDU from the demolished property (property was owned by Pennridge Airport Development) to the Pennridge Airport Development project.

Upon motion by Horn, seconded by Algeo, the Board unanimously approved Change Order #2 for the Pressure Reducing Vaults with an increase of \$1,000.00 for some proposed piping changes to provide greater flexibility in converting pressure gradients.

Upon motion by Watt, seconded by Horn, the Board unanimously approved the Perkasio Woods Easement and Dedication Agreement.

Upon motion by Watt, seconded by Horn, the Board unanimously approved the Perkasio Woods Performance Bond Reduction.

**UNFINISHED BUSINESS/NEW BUSINESS:**

None this meeting.

**CHAIRMAN'S REMARKS:**

None this meeting.

**PUBLIC FORUM II:**

None this meeting.

**EXECUTIVE SESSION:**

The Board did have an Executive Session after the meeting regarding personnel.

**ADJOURN:**

There being no further business to come before the Board in the regular session and upon motion by Horn, seconded by Rainear, the meeting was adjourned at 8:00 p.m.

Respectfully Submitted,

---

Patricia Fluck, Recording Secretary

---

David Bedillion, Secretary