

MINUTES OF THE ONLY REGULAR MEETING
OF THE MONTH OF DECEMBER
PERKASIE BOROUGH AUTHORITY
TUESDAY, DECEMBER 15, 2009

The only regular meeting of the month was convened in the Authority Office, 306 N. 5th Street at 7:00 p.m. on December 15, 2009 by Chairman Lawrence Gular. Attending in addition to the Chairman were Board Members Benjamin Rainear, J. Thomas Horn, Robert Wasson, and David Watt. Staff members present: Gary J. Winton, Manager, Ray Conville, Assistant Manager, Peter Andersen, Engineer, and John N. Schaeffer III, Esquire, Solicitor.

MINUTES:

Upon motion by Wasson, seconded by Rainear, the Minutes of the regular meeting of November 17, 2009 were unanimously approved.

PUBLIC FORUM:

Luther Chontofalsky of Parkridge Drive was present.

Mr. Chontofalsky wanted to thank the staff for notifying him of the meeting date change and thanked the Board for being professional.

FINANCIAL INFORMATION:

- a) Encumbrance Budget Report for November 2009
- b) Statement of Trust Funds

Upon motion by Rainear, seconded by Wasson, the Financial Information was unanimously approved.

SPECIAL BUSINESS:

- a) None this meeting

CORRESPONDENCE:

- a) None this meeting

PWTA:

- a) October Minutes/Flows
- b) 2010 Budget

SOLICITOR'S REPORT:

- a) Personnel matters – will be discussed in executive session
- b) Sellersville & Grandview due diligence

Upon motion by Watt, seconded by Rainear, the Solicitor's Report was unanimously accepted.

ENGINEER'S REPORT:

- a) Cedar View Avenue – Final grant payment requests have been submitted to East Rockhill Township.
- b) Well 10 – The equipment for the pilot test study has been placed into the well house. The pilot test should commence early next month. The plans and specifications for the modifications will be completed late this month or early next month. It is recommended to advertise to receive bids in February or March.
- c) Grandview – The conceptual design for the booster station to serve Grandview has been completed. If the Board decides to move forward on this project, it is believed the first step is Land Development approval from East Rockhill Township.
- d) 317 Walnut Street – The long-dormant subdivision has suddenly come back to life. A review of the water and sewer plans has been completed.

Upon motion by Watt, seconded by Wasson, the Engineer's Report was unanimously accepted.

MANAGER'S REPORT:

- a) Precipitation Report for November 2009
- b) Water Production Reports for November 2009
- c) Average Production by Month/Year for November 2009
- d) Assistant Manager's Report
- e) Credit Cards – The staff proposed to the Board the idea of having CUSI create a web portal on the PBA website which would allow customers to view their previous consumption, payment history, and also allow them to pay their bills via credit cards, e-checks, and ACH.
See Official Board Action
- f) Grant status – The grant money is hoped to be received by the end of 2009 or the beginning of January 2010. EPA has released the money to BCRDA. DEP is processing the 2nd request and Draper has paid their contribution.
- g) PMRS Revision – The staff would like to adjust the pension plan to allow employees to contribute an additional amount towards their retirement at no cost to the Authority. The Board directed the Manager to contact PMRS and start the process to make the change.

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

UNFINISHED BUSINESS:

- a) None this meeting.

NEW BUSINESS:

- a) Resolution 2009-7 establishing meeting dates for the year 2010
See Official Board Actions
- b) Resolution 2009-8 establishing wages and salaries for the year 2010.
See Official Board Action
- c) Holidays for 2010
See Official Board Action

CHAIRMAN REMARKS:

- a) The Chairman read a prepared statement regarding the Authority's 2009 accomplishments.

LIST OF BILLS:

- a) Revenue Fund requisition number 308 in the amount of \$75,685.01.
- b) Bond Redemption & Improvement Fund requisition numbers 951 through 953 totaling \$18,845.00.
- c) 07 Construction Fund requisition numbers 138 through 140 totaling \$25,177.00.
- d) Capital Improvement Fund requisition numbers 604 and 605 totaling \$3,106.20.

OFFICIAL BOARD ACTION:

Upon motion by Wasson, seconded by Horn, the List of Bills – Items a), b), c) and d) were unanimously approved for payment.

Upon motion by Wasson, seconded by Rainear, the board unanimously approved to adopt PBA Resolution 2009-7, establishing meeting dates for 2010..

Upon motion by Wasson, seconded by Rainear, the board unanimously approved to adopt PBA Resolution 2009-8, establishing wages and salaries for 2010.

Upon motion by Wasson, seconded by Rainear, the board unanimously approved the list of holidays for 2010.

Upon motion by Watt, seconded by Wasson, the board unanimously approved PBA to enter an agreement with CUSI in an amount not to exceed \$13,000 for a web portal and online payment capabilities.

PUBLIC FORUM II:

None this meeting

EXECUTIVE SESSION:

The Board will meet in executive session to discuss personnel and the due diligence after a short recess to sign checks. The regular meeting will not reconvene.

ADJOURN:

There being no further business to come before the Board in regular session and upon motion by Wasson, seconded by Horn, the meeting was adjourned at 8:02 p.m.

Respectfully Submitted,

Nicholas T. Fretz, Recording Secretary

Robert Wasson, Secretary