

MINUTES OF THE ONLY REGULAR MEETING
OF THE MONTH OF MARCH
PERKASIE BOROUGH AUTHORITY
TUESDAY, MARCH 18, 2008

The only regular meeting of the month was convened in the Authority Office, 306 N. 5th Street at 7:00 p.m. on March 18, 2008 by Chairman Benjamin Rainear. Attending in addition to the Chairman were Board Members Lawrence Gular and Thomas Horn. Absent were Harry McGonigal and Brian Triplett. Staff members present: Gary J. Winton, Manager, Ray Conville, Assistant Manager, Peter C. Andersen, Engineer, John N. Schaeffer, III, Esquire, Solicitor.

MINUTES:

Upon motion by Gular, seconded by Horn, the Minutes of the regular meeting of February 19, 2008 were unanimously approved as written.

PUBLIC FORUM:

Luther Chontofalsky of 270 Parkridge Dr. was present as well as Councilman Rich Hendricks.

There were no comments at this time.

FINANCIAL INFORMATION:

- a) Encumbrance Budget for February 2008.
- b) Statement of Trust Funds for the month of February 2008.

Upon motion by Gular, seconded by Horn, the Financial Information was unanimously accepted.

SPECIAL BUSINESS:

- a) None this meeting.

CORRESPONDENCE:

- a) PMAA Region I meeting – Spring Seminar Succession Planning meeting. Board Members Horn, Gular, and Rainear will be attending as well as the Manager and the Assistant Manager.
- b) PMAA Management seminar
- c) CHAR Report – Regarding the new Open Records Law.
- d) Borough of Perkasio – Thanking the Authority for the donation of 12 trees for the park system.

PWTA:

- a) Meeting with Tom Mokes – The Chairman, Manager, and Assistant Manager met with Mr. Mokes and Mr. Franks of PWTA to discuss the current Hilltown/DEP Appeal.

SOLICITOR'S REPORT:

- a) Rapid Alert Contract – The Solicitor recommended the Board approve the contract as modified.
- b) Amendment to Articles of Incorporation – The proposed amendments were discussed. Action will be taken at the next meeting.

Upon motion by Gular, seconded by Horn, the Solicitor's Report was unanimously accepted.

ENGINEER'S REPORT:

- a) Well #7 – An example of façade types has been provided to the Authority for review. The E&S information has been updated and the permit has been applied for. The DEP has determined that the application is administratively complete. Notice to the PA Historical and Museum Commission is not required. The best method of chlorinating the well water is still under review. The advertisement for bids is hoped to be done as soon as possible and bids received prior to the Authority's April meeting.
- b) Schoolhouse to Schwenkmill – The main is complete, including the passing of the hydrostatic bacteria testing. Final restoration will occur as soon as weather permits. The contractor has been notified to install/maintain all soil erosion control measures until the disturbed area has stabilized.
- c) Old Mill Rd./ Bethlehem Pike – Plans are essentially finished for a main extension along old Route 309 and a short extension up Old Mill Road.
- d) CVS – Work with the contractor has continued with various conflicts uncovered during the construction of the building.
- e) Katz/Pettit – There was a wonderful article in Thursday's Morning Call regarding this potential project. It is hoped to keep the participants together and actually get it built this year.
- f) Bucks County Community College – A preliminary plan has been received for review. It was determined that there would be little advantage to looping the piping to improve fire flow at the existing fire hydrant. A review is being completed on the impact of the proposed construction on the existing easement for Well #14.
- g) Perkasio Square Shopping Center – Sheet 7 of 13 has been received to review what is shown as existing water and sewer mains.

Upon motion by Gular, seconded by Horn, the Engineer's Report was unanimously accepted.

MANAGER'S REPORT:

- a) Precipitation Report for February 2008
- b) Water Production Reports for February 2008
- c) Average Production by Month/Year for February 2008
- d) System Supervisor's Report

- e) Telemetry – Progress is being made and we hope to be completely switched over by April.
- f) Billing Program – The billing program is coming along and Terri from Harris is scheduled to be in the office the week of the 24th.
- g) Tank – A representative from MAB Paints came out to assess the current paint.
- h) Water reports – Annual water reports have been submitted.

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

UNFINISHED BUSINESS:

- a) Source Water Protection Plan
 - a. Mercuri report – Mercuri's review of the PACC Plan has been sent to all members and DEP's lead consultant for the PACC Committee.
 - b. Borton Lawson proposal – Borton-Lawson is asking for \$6,000 to review the report for consistency with the plan. The Board denied the request at this time.

NEW BUSINESS:

- a) Public Records Policy – The Solicitor was directed to prepare a policy consistent with the requirements under the recently adopted Act 3.

CHAIRMAN REMARKS:

- a) Chairman Rainear inquired about updating the current website. It was decided that the best way to go would be to start over with a new, updated website. Staff was directed to have proposals by the April board meeting.

LIST OF BILLS:

- a) Revenue Fund requisition number 277 in the amount of \$78,654.71.
- b) Bond Redemption & Improvement Fund requisition numbers 873 through 877 totaling \$26,091.92.
- c) Capital Fund Requisition number 571 in the amount of \$686.00.
- d) 07 Construction Fund requisition number 49 through 50 totaling \$12,948.00.

OFFICIAL BOARD ACTION:

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

Upon motion by Horn, seconded by Gular, the Board unanimously approved to authorize Engineer to advertise for bids for construction of Well #7.

Upon motion by Horn, seconded by Gular, the Board unanimously approved the contract with Rapid Alert Notification Technologies for three years as per the revised contract.

PUBLIC FORUM II:

There were no comments at this time.

EXECUTIVE SESSION:

The Chairman announced that the Board would meet in Executive Session following a short recess to sign checks. The purpose of the Executive Session will be to discuss the Hilltown/DEP Appeal.

ADJOURN:

There being no further business to come before the Board in regular session and upon motion by Horn, seconded by Gular, the meeting was adjourned at 8:35 p.m.

Respectfully Submitted,

Nicholas T. Fretz, Recording Secretary

Lawrence E. Gular, Secretary