

MINUTES OF THE SECOND REGULAR MEETING
OF THE MONTH OF NOVEMBER
PERKASIE BOROUGH AUTHORITY
TUESDAY, DECEMBER 16, 2008

The second regular meeting of the month was convened in the Authority Office, 306 N. 5th Street at 7:00 p.m. on December 16, 2008 by Chairman Benjamin Rainear. Attending in addition to the Chairman were Board Members Lawrence Gular, Thomas Horn, Robert Wasson, and David Watt. 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 Horn, seconded by Gular, the Minutes of the regular meeting of November 18, 2008 were unanimously approved as written.

PUBLIC FORUM:

There was no public present.

FINANCIAL INFORMATION:

- a) Encumbrance Budget Report
- b) Statement of Trust Funds
- c) S & P Rating update – The Authority had their rating increased from an A to and A+.
- d) Bi-annual Bond payments will be made on December 23rd.

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

SPECIAL BUSINESS:

- a) None this meeting

CORRESPONDENCE:

- a) CHAR Report

PWTA:

- a) October Minutes
- b) Mokes Interview – The Manager and Mark Freed met with Mr. Mokes regarding PWTA and Hilltown Authority.

SOLICITOR'S REPORT:

- a) East Rockhill agreements – The Solicitor reported that the language for both the Conservation Easement and Service Area agreement has been finalized. The grant application for DEP is on hold until funding is finalized.
- b) Hilltown/DEP litigation
- c) Saidcom/Hotwire Lease – The Solicitor reviewed the lease assignment between Hotwire and Saidcom and found it to be acceptable.

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

ENGINEER'S REPORT:

- a) Cedar View Avenue – Meetings with the apparent low bidder, representatives of East Rockhill Township and DEP continue in an attempt to keep this project alive. A revised tentative design has been prepared and a revised cost estimate for a scaled-down project. The cost estimate results in a funding shortfall of between \$40,000 and \$80,000.
- b) Well #7 – The electrical equipment and chlorination equipment have been delivered to the site. If the electrical contractor begins within a reasonable period of time, start up can occur in early January.
- c) B.C.C.C. – A preconstruction meeting was held on December 10th, and work is expected to begin during the week of December 15th.
- d) Pennridge School District – A contractor is scheduled to work on the remaining punch list items during the week of December 15th.

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

MANAGER'S REPORT:

- a) Precipitation Report for November 2008
- b) Water Production Reports for November 2008
- c) Average Production by Month/Year for November 2008
- d) System Supervisor's Report
- e) Billing Program – The staff has been working with CUSI and the next conversion is scheduled for December 22nd, and it is hoped to be using the new system by February 1st.
- f) Annual water/sewer billing comparisons

- g) Car repairs – The Board authorized the reimbursement of repair costs for the accounts receivable clerk in the amount of \$1,274.04 in light of the fact she has used her personal car for 9 years, for Authority business, with no mileage reimbursement. They also directed the Solicitor to create a mileage reimbursement policy for the Boards review.

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

UNFINISHED BUSINESS:

- a) Haven Court – A cost effective solution was developed and submitted to the parties. At this point, we can do nothing more until the parties agree on a course of action.
- b) West Rockhill Township – The Manager and Assistant Manager met with the Township Manager to discuss service to the Township. A meeting between the Authority and Township will be scheduled for January.

NEW BUSINESS:

- a) Resolution 2008-7, establishing meeting dates for 2009.
- b) 2009 list of holidays.
- c) Resolution 2008-9, wages and salaries.

CHAIRMAN REMARKS:

- a) Articles of Incorporation – Discussions will be ongoing on this topic. Copies of the current proposal and possible future amendments will be included in the next board packets.
- b) Letter to Sellersville – The Board authorized the letter to be sent to the Borough President.

LIST OF BILLS:

- a) Revenue Fund requisition number 286 in the amount of \$84,801.77.
- b) Bond Redemption & Improvement Fund requisition numbers 907 through 908 totaling \$22,642.26.
- c) 07 Construction Fund requisition numbers 76 through 78 totaling \$80,310.24.

OFFICIAL BOARD ACTION:

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

Upon motion by Gular, seconded by Watt, the Board unanimously approved to adopt PBA Resolution 2008-7, establishing meeting dates for 2009.

Upon motion by Gular, seconded by Horn, the Board unanimously approved the list of holidays for 2009.

Upon motion by Gular, seconded by Wasson, the Board unanimously approved to adopt PBA Resolution 2008-9, establishing wage rates and salaries for 2009.

Upon motion by Watt, seconded by Wasson, the Board unanimously approved the assignment of the communications lease with SaidCom to Hotwire Communications.

Upon motion by Watt, seconded by Gular, the Board unanimously approved to issue a Notice of Intent to award to Tru-Line Contractors for the Schwenkmill Rd. / Cedarview Ave. project.

PUBLIC FORUM II:

None this meeting

EXECUTIVE SESSION:

The Chairman announced that the Board would meet in executive session after a short recess to sign checks and that the regular meeting would not reconvene.

ADJOURN:

There being no further business to come before the Board in regular session and upon motion by Wasson, seconded by Gular, the meeting was adjourned at 8:43 p.m.

Respectfully Submitted,

Nicholas T. Fretz, Recording Secretary

Lawrence E. Gular, Secretary