

MINUTES OF THE REGULAR MEETING  
OF THE MONTH OF JANUARY  
PERKASIE REGIONAL AUTHORITY  
MONDAY, JANUARY 09, 2023

The regular meeting of the month was convened in the Authority Office, 150 Ridge Road at 6:27 p.m. on January 09, 2023 by Chairman David Watt. Attending in addition to the Chairman were Board Members J. Thomas Horn, Ben Rainear, and Stephen Algeo. Staff members present: Nicholas Fretz, Manager, Peter C. Andersen, Engineer, John N. Schaeffer, III, Esquire, Solicitor, and Laura Snyder, Accounts Payable.

**SPECIAL BUSINESS:**

Upon motion by Watt, seconded by Rainear, the board unanimously approved to reappoint the following Professional Staff from 2022 for 2023 and they are as follows:

Engineer: Andersen Engineering Associates, Inc.  
Peter C. Andersen, P.E.  
150 Ridge Road, Suite 2  
Sellersville, PA 18960

Hydrogeologist: RMS Environmental  
Matthew Mercuri  
PO Box 399  
Jamison, PA 18929

Solicitor: Eastburn & Gray  
John N. Schaeffer, III, Esquire  
60 E. Court Street, PO Box 1389  
Doylestown, PA 18901

Auditor: Marcum LLP  
Justin Nepo  
1600 Market Street, 32<sup>nd</sup> Floor  
Philadelphia, PA 19103

Financial Advisor: PFM Financial Advisors, LLC  
Jamie Schlesinger, Director  
2533 Yellow Springs Rd.  
Malvern, PA 19355

Underwriter: Stifel, Nicolaus & Co.  
Mark Quinn, III  
1600 Market Street, Suite 1414  
Philadelphia, PA 19103

Trustee: US Bank  
Michael Judge, Vice President  
Global Corporate Trust Services  
50 S. 16<sup>th</sup> Street, Suite 2000, Mail Station: EX-PA-WBSP  
Philadelphia, PA 19102

Insurance Agent: FIFS Insurance  
Kyle Zehr  
199 Telford Pike  
Telford, PA 18969

**EXECUTIVE SESSION:**

None this meeting.

**MINUTES:**

Upon motion by Algeo, seconded by Horn, the Minutes of the regular meeting of December 12, 2022 were unanimously approved as written.

**PUBLIC FORUM:**

None this meeting.

**CORRESPONDENCE:**

None this meeting.

**PWTA:**

- a) Minutes from the November 2022 meeting
- b) November 2022 flow reports
- c) Purchase Capacity Letter – The Manager presented the purchase capacity letter from Kevin Franks with PWTA regarding the purchase of additional capacity. Telford Borough Authority authorized the sale of 100 EDUs to PRA at a cost of \$5,500 per EDU.  
**See Official Board Action**

**FINANCIAL INFORMATION:**

- a) Balance Sheet for December 2022
- b) Profit and Loss Budget Overview Reports for December 2022
- c) Statement of Trust Funds – December 2022
- d) Revenue Fund Requisition Number 576 in the amount of \$360,493.63.
- e) Bond Redemption and Improvement Fund Requisition Number 1089 thru 1091 in the total amount of \$573,946.25.
- f) Construction Fund Requisition Number 179 in the total amount of \$5,776.00.
- g) Project Summaries
- h) Developer Escrow Releases & Summaries

Upon motion by Horn, seconded by Algeo, the Financial Information was unanimously approved.

**OPERATIONS REPORT:**

- a) Activity Report for December 2022
- b) Average production by month for December 2022
- c) Precipitation Report for December 2022
- d) Water Production Reports for December 2022
- e) Sewer truck reports

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

**SOLICITOR'S REPORT:**

- a) PennVEST Grant Application – The Solicitor stated that there is a meeting on January 12<sup>th</sup> that would give more insight on PRA and the grant application.
- b) Pennridge Airport – The Solicitor stated the easements and dedication would be ready for signatures at the next meeting.
- c) 8<sup>th</sup> St. Commons –The Solicitor stated that the construction and tapping fee agreements are completed and ready for signatures. Watt stated that the agreement and escrow checks should be held until the balance of the previous escrow was paid in full.  
**See Official Board Action**

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

**ENGINEER'S REPORT:**

- a) Storage Tank –The Engineer recommended the issuance of a Notice of Intent to Award. The Board requested the Engineer to issue the Notice of Intent to Award and the extension of 60 days. The Engineer anticipated that they could simulate the absence of the tank next month.  
**See Official Board Action**
- b) Spruce St. Townhouses – The Engineer stated that they were waiting for the contractor to address the punch list.
- c) Old Bethlehem Pike – The Engineer stated that they were waiting for communication from PennVEST regarding the grant application.
- d) Ridge Run Well Abandonment – The Engineer stated that the low bidder had indicated that they would be starting within a few weeks.

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

**MANAGER'S REPORT:**

- a) 2023 Officer's Certificate – The Manager presented the 2023 Officer's Certificate that is completed every year to satisfy the Trust Indenture.  
**See Official Board Action**
- b) Well #14 Update – The Manager stated that the hydrogeologist was still working with all of the regulatory agencies on when we could test pump the well and where we would discharge the water.
- c) PennVEST Grant Application – The Manager stated that he would attend the meeting on January 12<sup>th</sup> and he would give an update at the next Board meeting.
- d) Ridge Run Well Sites – The Manager stated that he reached out to Gary Funk, who had agreed to assist PRA in selling the two lots. The Manager further stated that if PRA would like to move forward in selling these lots that the Exclusive Agency Agreements would have to be signed. The Board requested the Manager to have the term agreements changed from 12 months to 6 months.  
**See Official Board Action**
- e) Solar Panels – The Manager stated that he looked into the investment of solar panels used for PRA however the cost vs. the life expectancy of the panels would not be feasible at this time.
- f) Green Ridge Estates West – This development is for 8 single family homes with 6 being in Perkasio Borough and 2 in East Rockhill Township. The Manager recommended that PRA and East Rockhill have a two-way agreement that would allow each to discharge sewer into the other's collection system for a fee with automatic escalators.

Upon motion by Algeo, seconded by Rainear, the Manager's Report was unanimously approved.

**OFFICIAL BOARD ACTION:**

Upon motion by Watt, seconded by Algeo, the Board unanimously approved the Purchase Capacity Letter of 100 EDUs from Telford Borough for \$5,500.00 per EDU.

Upon motion by Watt, seconded by Horn, the Board unanimously approved the 8<sup>th</sup> St. Commons agreements with the exception of the agreements and escrow checks be held until the previous escrow balance is paid.

Upon motion by Watt, seconded by Rainear, the Board unanimously approved the Notice of Intent to Award and an extension of 60 days.

Upon motion by Watt, seconded by Algeo, the Board unanimously approved the 2023 Officer's Certificate.

Upon motion by Watt, seconded by Horn, the Board unanimously approved the Ridge Run Well Sites Exclusive Agency Agreement with the change of term agreement from 12 months to 6 months.

**UNFINISHED BUSINESS/NEW BUSINESS:**

None this meeting.

**CHAIRMAN'S REMARKS:**

None this meeting.

**PUBLIC FORUM II:**

None this meeting.

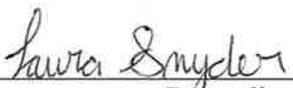
**EXECUTIVE SESSION:**

None this meeting.

**ADJOURN:**

There being no further business to come before the Board in the regular session and upon motion by Watt seconded by Horn, the meeting was adjourned at 7:25 p.m.

Respectfully Submitted,

  
\_\_\_\_\_  
Laura Snyder, Recording Secretary

  
\_\_\_\_\_  
Ben Rainear, Assistant Secretary/Treasurer