

MINUTES OF THE REGULAR MEETING
OF THE MONTH OF DECEMBER
PERKASIE REGIONAL AUTHORITY
MONDAY, DECEMBER 8, 2025

The regular meeting of the month was convened in the Authority Office, 150 Ridge Road at 5:28 p.m. on December 8, 2025 by Vice Chairman J. Thomas Horn. Attending in addition to the Vice Chairman were Board Members Vicki Miller, Stephen Algeo and Gregory Martin. Absent from the meeting with consent of the Board was David Watt. Staff members present: Nicholas Fretz, Manager, Sean Torpey, Engineer, John N. Schaeffer, III, Esquire, Solicitor, and Laura Snyder, Accounts Payable.

NEW BUSINESS:

None this meeting.

EXECUTIVE SESSION:

None this meeting.

MINUTES:

Upon motion by Martin, seconded by Miller, the Minutes of the regular meeting of November 10, 2025 were unanimously approved as written.

PUBLIC FORUM:

- a) 218 Strassburger Rd. – Cheryl Baxavaneos requested relief from her bill due to a water softener cycling issue that has since been fixed.
See Official Board Action
- b) 519 Race St. – Shannon Short requested relief from her bill due to a leaky toilet that has since been fixed.
See Official Board Action

CORRESPONDENCE:

- a) None this meeting.

PWTA:

- a) Minutes from the October 2025 meeting
- b) October 2025 flow reports
- c) Amended & Restated PWTA Plant Agreement – Draft
- d) Perkasio Borough Letter. RE: PWTA Agreement – The Manager presented to the Board the Perkasio Borough Letter regarding PWTA Agreement. The Board directed the Manager to set up a meeting with Perkasio Borough.

FINANCIAL INFORMATION:

- a) Balance Sheet for November 2025
- b) Profit and Loss Budget Overview Reports for November 2025
- c) Statement of Trust Funds – November 2025
- d) Revenue Fund Requisition Number 611 in the amount of \$164,808.18.
- e) Bond Redemption and Improvement Fund Requisition Number 1251 thru 1254 in the total amount of \$38,224.11.
- f) Developer Escrow Releases & Summaries

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

OPERATIONS REPORT:

- a) Activity Report for November 2025
- b) Average production by month for November 2025
- c) Precipitation Report for November 2025
- d) Water Production Reports for November 2025
- e) Sewer truck reports

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

SOLICITOR'S REPORT:

- a) PWTa Draft Agreement – The Solicitor stated that the Manager would be setting up a meeting with Perkasio Borough to discuss the agreement.

Upon motion by Miller, seconded by Martin, the Solicitor's Report was unanimously approved.

ENGINEER'S REPORT:

- a) 8th Street Commons – The Engineer stated that there was no change in the progress of the project.
- b) Spruce Street Townhouses – The Engineer stated that there was no change in the progress of the project. Final punch list had been completed and they were waiting on receipt of as-built plans before final acceptance.
- c) Lawn Ave. Subdivision - The Engineer stated that there was no change in the progress of the project. He stated that he was waiting for a revised set of plans.
- d) McClennen Tract – The Engineer stated that there was no change in the progress of the project. He stated that they were developing a punch list of remaining work to be done for final inspection.
- e) Green Ridge Estates West – The Engineer stated that there was no change in the progress of the project. The final tests had been completed and they were waiting for the contractor to schedule the capping of the existing services.
- f) Well #10 – The Engineer stated that there was no change in the progress of the project. They completed the borings for the geotechnical survey and were waiting for the finalized report. They also completed the infiltration tests on site.
- g) Well 14 – The Engineer stated that there was no change in the progress of the project. They received a response regarding our Stormwater Management and Elevation Certification packet and were working through the comments. They began designing the building's internal plan set and laying out the proposed pipe skids.
- h) 809 Three Mile Run Rd – The Engineer stated that the contractor completed the corp capping of the existing services. They were developing a punch list of work to be completed before final acceptance.
- i) Constitution Square – The Engineer stated that they completed review of the as-builts for this project and issued an acceptance pending receipt of the CAD file. They also issued a letter to the developer addressing the dual/double check valve issue.
- j) Green Ridge Estates East – The Engineer stated that they received as-built plans and were in the process of reviewing them. They also were developing a punch list of work to be completed before final acceptance.
- k) Ridge Road Booster Pump – The Engineer stated that they received a letter from Perkasio Borough and were making plan revisions regarding it. They received a letter of adequacy from the BCCD.
- l) Well #4 – The Engineer stated that the contractor had resumed construction on the job site and had winterized the temporary treatment system in light of the cold weather. They had received an official change order for the increased building size.
- m) Well #7 – The Engineer stated that they were addressing comments from the DEP regarding the minor construction permit application. They also finalized the PNDI submission and were waiting for results from the USFWS.

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

MANAGER'S REPORT:

- a) Green Ridge Estates West Escrow Release #1 – The Manager presented to the Board the Green Ridge Estates West Escrow Release #1 in the amount of \$182,519.00.
See Official Board Action

Upon motion by Martin, seconded by Miller, the Manager's Report was unanimously approved.

OFFICIAL BOARD ACTION:

Upon motion by Horn, seconded by Martin, the Board unanimously approved to credit 218 Strassburger Rd. for the sewer charges in the amount of \$506.10.

Upon motion by Algeo, seconded by Miller, the Board unanimously approved to credit 519 Race St. for the sewer charges in the amount of \$423.75.

Upon motion by Martin, seconded by Miller, the Board unanimously approved the Green Ridge Estates West Escrow Release #1 in the amount of \$182,519.00.

UNFINISHED BUSINESS/NEW BUSINESS:

None this meeting.

CHAIRMAN'S REMARKS:

None this meeting.

PUBLIC FORUM II:

None this meeting.

EXECUTIVE SESSION:

None this meeting.

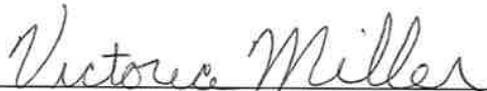
ADJOURN:

There being no further business to come before the Board in the regular session and upon motion by Algeo seconded by Martin, the meeting was adjourned at 6:19 p.m.

Respectfully Submitted,



Laura Snyder, Recording Secretary



Victoria Miller, Secretary