

MINUTES OF THE SECOND REGULAR MEETING
OF THE MONTH OF JANUARY
PERKASIE REGIONAL AUTHORITY
TUESDAY, JANUARY 22, 2018

The second regular meeting of the month was convened in the Authority Office, 150 Ridge Road at 7:00 p.m. on January 22, 2019 by Chairman David Watt. Attending in addition to the Chairman were Board Members Robert Wasson, Stephen Algeo, J. Thomas Horn and David Bedillion. Staff members present: Nicholas Fretz, Manager, Peter Andersen, Engineer, John N. Schaeffer, III, Esquire, Solicitor and Patricia Fluck, Accounting Assistant.

SPECIAL BUSINESS:

At this time, Mr. Watt turned the meeting over to the Solicitor for the Annual Reorganization Meeting.

The Solicitor asked for nominations for the Office of Chairman of Perkasie Regional Authority for 2019.

Upon motion by Horn, seconded by Bedillion, the Board unanimously appointed David Watt as Chairman for 2019.

At this time, The Solicitor turned the meeting back over to Chairman Watt to complete the reorganization.

Upon motion by Wasson, seconded by Bedillion, the Board unanimously appointed J. Thomas Horn to Vice-Chairman for 2019.

Upon motion by Wasson, seconded by Horn, the Board unanimously appointed David Bedillion to Secretary for 2019.

Upon motion by Wasson, seconded by Bedillion, the Board unanimously appointed Stephen Algeo to Treasurer for 2019.

Upon motion by Algeo, seconded by Bedillion, the Board unanimously appointed Robert Wasson to Assistant Secretary/Treasurer for 2019.

Upon motion by Horn, seconded by Wasson, the board unanimously approved to reappoint the following Professional Staff from 2018 for 2019 and they are as follows:

- Engineer: Andersen Engineering Associates, Inc.
Peter C. Andersen, P.E.
150 Ridge Road, Suite 2
Sellersville, PA 18960
- Solicitor: Eastburn & Gray
John N. Schaeffer, III, Esquire
60 E. Court Street, PO Box 1389
Doylestown, PA 18901
- Trustee: US Bank
Michael Judge, Vice President
Global Corporate Trust Services
50 S. 16th Street, Suite 2000, Mail Station: EX-PA-WBSP
Philadelphia, PA 19102
- Financial Advisor: PFM Financial Advisors, LLC
Jamie Schlesinger, Director
2533 Yellow Springs Rd.
Malvern, PA 19355
- Bond Counsel: Obermayer Rebmann Maxwell & Hippel LLP
Mike Fitzpatrick
1500 Market Street, Suite 3400
Pittsburgh, PA 19102

Underwriter: Stifel, Nicolaus & Co.
Mark Quinn III
1600 Market St., 14 Floor
Philadelphia, PA 19103

Insurance Agent: Penn Community Insurance
Michael Meenaghan, Agent
219 S. 9th Street
Perkasie, PA 18944

Auditor: Marcum, LLP
Justin Nepo, CPA, MST
1601 Market St., 4th Floor
Philadelphia, PA 19103

Upon motion by Watt, seconded by Wasson, the Board approved, with a vote of 4-1 with Horn opposed, to reappoint the following Professional Staff from 2018 for 2019 as follows:

Hydro-geologist: Mercuri Associates, Inc.
Matthew Mercuri
627 Hampton Ave.
Southampton, PA 18966

MINUTES:

Upon motion by Algeo, seconded by Bedillion, the Minutes of the regular meeting of January 7, 2019 were unanimously approved as written.

PUBLIC FORUM:

Perkasie Borough Council person, and PWTA representative, Steve Rose of Parkridge Drive was present. He stated that Perkasie Borough had renamed the road that the Pennridge Airport is located to Pennridge Airport Drive. In addition, he further stated that Perkasie Borough adopted a no late fees policy for the electric bills of any federal worker affected by the government shutdown. After some discussion regarding Perkasie Regional Authority adopting a no late fees policy for the water/sewer bill of any federal worker affected by the government shutdown.

See Official Board Action

CORRESPONDENCE:

- a) PMAA Board Member Training - The Manager informed the Board of the PMAA Board Member Training and advised if anyone would like to attend, please let him know.

PWTA:

- a) Minutes from the November 2018 meeting
- b) November 2018 flow reports
- c) PWTA Update – Mr. Wasson stated that there were a few changes to the PWTA Board for 2019.

FINANCIAL INFORMATION:

- a) Balance Sheet for December 2018
- b) A/R Control Account Summary Report
- c) Profit and Loss Budget Overview Reports for December 2018
- d) Statement of Trust Funds – December 2018 and Year-to-Date 2018
- e) 2017/2018 Billing Comparison
- f) Income & Expense by Month – Year 2018
- g) Revenue Fund Requisition Number 521 in the amount of \$313,902.21
- h) Bond Redemption & Improvement Fund Requisition Number 1049 in the amount of \$13,513.00.
- i) Construction Fund Requisitions Numbers 37 in the amount of \$20,359.75
- j) Project Summaries

Upon motion by Horn, seconded by Bedillion, the Financial Report and the List of Bills – Items g) through i) were unanimously approved.

OPERATIONS REPORT:

- a) Activity Report
- b) Water Production Reports for December 2018
- c) Average Production by Month for December 2018
- d) Precipitation Report for December 2018
- e) Year-End Production Graphs
- f) Sewer truck report – December 2018 and Year-to-Date

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

SOLICITOR'S REPORT:

- a) Resolution 2019-01: Establishing Tapping Fees for 217 Branch Road – The Solicitor stated the Tapping Fee Agreement for 217 Branch Road (Hughes Avenue Project) is complete and asked the Board for approval.

See Official Board Action

Upon motion by Bedillion, seconded by Wasson, the Solicitor's Report was unanimously approved.

ENGINEER'S REPORT:

- a) Pennridge Airport Development – The Engineer informed the Board that the Airport has halted construction due to weather.
- b) Country Ridge – The Engineer stated that the developer was working toward dedication.
- c) Hidden Meadows – The Engineer stated that Phase 3 of the Bethel Tract (Hilltown), portion of the project would be starting soon.
- d) Booster Station – The Engineer gave the Board an overview of the engineering work completed for this project to justify the \$50,119.00 that PRA had paid in engineering costs for the project to date. He further stated they were working on the pressure reducing valves, pressure gradients and size and location for the building.

Upon motion by Horn, seconded by Bedillion, the Engineer's Report was unanimously approved.

MANAGER'S REPORT:

- a) Branch Road Update – The Manager stated that he, Mr. Watt and Mr. Horn attended the West Rockhill Township meeting on January 16, 2019 to request a mandatory connection ordinance for the three (3) properties along Branch Road. He further stated the West Rockhill Supervisors advised they will not “force” a resident to connect and that PRA would need all three (3) residents to agree that they want the service. He further stated that he sent a certified letter to the one (1) resident that had not responded and received a response from them just prior to this meeting. He stated that the resident informed him that they already have public sewer through Sellersville Borough. The Board and Manager discussed options for providing services to that area. The Board directed the Manager to set up a meeting with the two (2) interested property owners to gauge if there is still interest now that there are only two (2) properties sharing the cost of the extension.
- b) Water Main Break on Callowhill Road – The Manager informed the Board there was a water main break on Callowhill Road on January 15, 2019. He further stated that PRA staff responded quickly and the water main was repaired immediately. The Chairman asked the Engineer to have a plan created for the next meeting depicting how a loop can be made to the existing system from the line in Callowhill Road.
- c) Perkasio Garden Club – The Manager stated the first meeting for the Perkasio Garden Club took place on January 9, 2019. He further stated that the Perkasio Garden Club members were very happy with the location.
- d) PRA Employee Luncheon – The Manager stated that PRA staff had an employee luncheon on January 17, 2019 for a presentation on financial planning. He further stated that the lunch was provided by the company conducting the presentation.

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

OFFICIAL BOARD ACTION:

Upon motion by Watt, seconded by Algeo, the Board approved, with a vote of 4-1 with Horn opposed, to adopt a no late fees policy for the water/sewer bill of any federal worker affected by the government shutdown.

Upon motion by Watt, seconded by Bedillion, the Board unanimously approved Resolution 2019-01: Establishing Tapping Fees for 217 Branch Road. In addition, the Board directed the Manager to send a letter and a copy of this Resolution to the property owner.

CHAIRMAN'S REMARKS:

Chairman Watt stated that he received positive feedback on starting monthly board meetings at 6:30 p.m. instead of 7:00 p.m. He further stated that being said, effective beginning for the meeting on April 1, 2019 through the end of 2019, the monthly board meetings will begin at 6:30 p.m. instead of 7:00 p.m.

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 Horn, seconded by Algeo, the meeting was adjourned at 9:04 p.m.

Respectfully Submitted,

Patricia Fluck, Recording Secretary

David Bedillion, Secretary