

MINUTES OF THE REGULAR MEETING
OF THE MONTH OF MARCH
PERKASIE REGIONAL AUTHORITY
MONDAY, MARCH 8, 2020

The regular meeting of the month was convened in the Authority Office, 150 Ridge Road at 6:30 p.m. on March 8, 2021 by Chairman David Watt (at Authority building). Attending in addition to the Chairman were Board Members J. Thomas Horn (at Authority building), Stephen Algeo (virtually attended), Ben Rainear (at Authority building) and David Bedillion (at Authority building). Staff members present: Nicholas Fretz, Manager (at Authority building), Peter C. Andersen, Engineer (virtually attended), John N. Schaeffer, III, Esquire, Solicitor (at Authority building) and Patricia Fluck, Accounting Assistant (at Authority building).

EXECUTIVE SESSION:

None this meeting.

MINUTES:

Upon motion by Rainear, seconded by Bedillion, the Minutes of the regular meeting of February 8, 2021 were unanimously approved as written.

PUBLIC FORUM (NO PUBLIC ATTENDED – REQUESTS WERE PRESENTED BY PRA STAFF)

- a) 511 Race Street, Perkasio, PA – Property owner Ellyn Holder (no public attended-requested were presented by PRA Staff) requested a credit on the sewer portion of their bill for a broken water softener that has since been fixed.

See Official Board Action

CORRESPONDENCE:

Water System Hack News Article – The Manager presented the Board with a news article on water system hacks and informed the Board that this type of hack could not happen with PRA's water system.

PWTA:

- a) Minutes from the December 2020 meeting
- b) December 2020 flow reports
- c) Free Will Brewery Violation Assessment Letters – The Manager and PRA Board discussed the brewery and upcoming breweries. The Board directed the Manager and the Solicitor to draft a letter to the PWTA Manager, PWTA Board Members and the Perkasio Borough Manager regarding PRA's concerns over Free Will Brewery and the upcoming breweries serviced by PRA.

FINANCIAL INFORMATION:

- a) Balance Sheet for February 2021
- b) Profit and Loss Budget Overview Reports for February 2021
- c) Statement of Trust Funds – February 2021
- d) Revenue Fund Requisition Number 554 in the amount of \$124,483.69
- e) Bond Redemption and Improvement Fund Requisition Number 1059 in the amount of \$865.00
- f) Construction Fund Requisition Number 122 through 125 in the total amount of \$72,290.37
- g) Project Summaries
- h) Developer Escrow Releases & Summaries

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

OPERATIONS REPORT:

- a) Activity Report for February 2021
- b) Average production by month for February 2021
- c) Precipitation Report for February 2021
- d) Water Production Reports for February 2021
- e) Sewer truck reports

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

SOLICITOR'S REPORT:

- a) Ridge Road Sewer Extension –The Solicitor stated there have been some issues that the WRT Supervisors are still questioning regarding the Mandatory Connection Ordinance regarding this project. The Solicitor stated that this project has already gone out for bid and he suggested that the Board begin sending out letters to meet with the affected property owners to discuss the project and the costs involved.
- b) Hidden Meadows Dedication and Easement - The Solicitor stated the Engineer had recently sent our an extensive review letter for Phase 3 regarding the as-builts, so hopefully the developer can work through that quickly so PRA can be ready for dedication in April or May.
- c) T-Mobile – The Solicitor stated that PRA received a letter from T-Mobile regarding their lease and their request to put additional equipment on the tank. He further stated that T-Mobile's current lease expires in about 18 months (after 25 year lease) and it would make sense to look at signing a new lease that would include the additional equipment.

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

ENGINEER'S REPORT:

- a) Booster Station /Pressure Reducing Vaults– The Engineer stated that they expect to calibrate the vaults sometime in March and after the calibration, they would begin the start-up of the Booster Station.
- b) Perkasio Green (Cedar Ridge) – The Engineer stated the contractor was addressing the remaining items before PRA can accept dedication.
- c) Hidden Meadows (Phase 3) – The Engineer stated the developer had submitted the as-builts for Phase 3 and his office had reviewed the as-builts and issued a review letter to the developer.
- d) Ridge Road Sewers – The Engineer stated he received bids for this project on March 2, 2021 and the bids were higher than expected.

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

MANAGER'S REPORT:

- a) Employee Exposed to COVID – The Manager stated that of PRA's employees was exposed to COVID and would be quarantining for 2 weeks (the first two weeks of March). He further stated there was a lot of information regarding COVID and incubation periods and quarantining, but his understanding was that if you were exposed you could have a negative rapid test the day of exposure and test negative, but then test again on the 9th day and test positive - even without symptoms. The Manager stated he would rather err on the side of caution and not expose any other employees.
See Official Board Action

MANAGER'S REPORT (CONTINUED):

- b) 2020 CCR – The Manager stated that the CCR for this year needed to have added that PRA was out of compliance and it was due to the fact that PRA didn't sample for a few contaminants in the 4th quarter of 2020 at Well #11. He further stated that PRA could not sample during that time due because the well wasn't operational and there was no way to pump water from the well without a pump and the well wasn't pumping water into PRA's distribution system. The Manager stated that the DEP required PRA to put that verbiage on the 2020 CCR. He further stated that once PRA gets the new pump installed, we would have to do all of the samples that have since been "missed" to bring the well into compliance before pumping the water into the distribution system.
See Official Board Action
- c) Perkasio Borough-Little League Fields (sprinklers) – The Manager presented the Board with a draft letter regarding the excessive usage at the Little League Fields (sprinklers). After discussion by the Board and Manager, the Board tabled the discussion until July 2021.
- d) Booster Station-JEV Construction Change Order #2 – The Manager presented Booster Station-JEV Construction Change Order #2 for approval.
See Official Board Action
- e) Building Issues – The Manager informed the Board that the elevator had stopped working and PRA has contacted the elevator company to come out and repair it. He further stated that with all of the heavy snow last month, the room in the hallway between the receptionist area and the Board Room leaked due to the heavy/wet snow sitting on the flat roof. The PRA staff was able get some of the snow removed and had PRA's roofer come out and do what he could to make sure it didn't leak.
- f) Well #11 – The Manager discussed with the Board upgrading the electric, installing a VFD and a submersible pump at Well #11 so this well site would be just like all of the other well locations in PRA's service area.
See Official Board Action
- g) EMC Municipal Dividend – The Manager presented the Board with a check from EMC (PRA liability insurance provider) of a nearly \$9k refund due to the fact that PRA had very few liability claims so we receive a yearly dividend check from the insurance company to offset some of the previous years' premiums.
- h) T-Mobile Lease Addendum – The Manager presented the Board with a letter from T-Mobile wanting to add equipment to PRA's tank. The Manager stated they were adding a significant amount of new equipment and believed the Board should look at the lease agreement and increase the amount of rent PRA is receiving. He further stated that he contacted Southern Corrosion (who is PRA's third party company that does the outside maintenance of the tank) and they have been in contact with T-Mobile regarding what they will need and who will be doing what work. In addition, he stated he would be working with PRA's Solicitor to draft and amend a new lease as the existing lease is set to expire in about 18 months.
- i) Ridge Road Sewer Extension to Mountain View Drive (Phase 1) – The Manager stated that bids were received for this project. He further stated that the Engineer had given him an estimate of just under \$700k and the apparent low bidder had a bid of just over \$830k. The Manager stated he completed the calculation based on the bid results and the "expected cost" before the bids was roughly \$17.5k and the cost based on the bid results were just under \$20k.

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

OFFICIAL BOARD ACTION:

Upon motion by Watt, seconded by Horn, the Board unanimously approved to credit 511 Race Street, account #0050, the sewer charges for a broken water softener that was since fixed in the amount of \$964.10.

Upon motion by Watt, seconded by Rainear, the Board unanimously approved to allow employees two (2) weeks paid time off should they be exposed to COVID and/or must quarantine, however, should the employee require additional time longer than two (2) weeks, they would be required to use their accrued vacation, sick time or no pay.

Upon motion by Watt, seconded by Algeo, the Board unanimously approved the 2020 CCR.

Upon motion by Watt, seconded by Bedillion, the Board unanimously approved the JEV Construction Change Order #2 for the Booster Station project.

UNFINISHED BUSINESS/NEW BUSINESS:

The Engineer discussed with the Board his Succession Plan for Andersen Engineering in the future.

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 Horn, seconded by Bedillion, the meeting was adjourned at 8:11 p.m.

Respectfully Submitted,



Patricia Fluck, Recording Secretary



David Bedillion, Secretary