

MINUTES OF THE REGULAR MEETING  
OF THE MONTH OF OCTOBER  
PERKASIE REGIONAL AUTHORITY  
MONDAY, OCTOBER 11, 2021

The regular meeting of the month was convened in the Authority Office, 150 Ridge Road at 6:30 p.m. on October 11, 2021 by Chairman David Watt. Attending in addition to the Chairman were Board Members J. Thomas Horn, Stephen Algeo, Benjamin Rainear and David Bedillion. Staff members present: Nicholas Fretz, Manager, Peter C. Andersen, Andersen Engineering, John N. Schaeffer, III, Esquire, Solicitor and Patricia Fluck, Accounting Assistant.

**EXECUTIVE SESSION:**

None this meeting.

**MINUTES:**

Upon motion by Bedillion, seconded by Horn, the Minutes of the regular meeting of September 13, 2021 were unanimously approved as written.

**PUBLIC FORUM:**

- a) 526 Penny Lane – Property owner Rachel Bedford requested relief from her bill due to a leaking toilet that has since been fixed.  
**See Official Board Action**

**CORRESPONDENCE:**

- a) KMIT Dividend Check – The Manager informed the Board that PRA received a refund of \$3,368.00 from KMIT for having no safety issues during 2021.
- b) PMAA Dinner on November 18, 2021 – The Manager informed the Board of the PMAA Dinner invitation.

**PWTA:**

- a) Minutes from the August 2021 meeting
- b) August 2021 flow reports

**FINANCIAL INFORMATION:**

- a) Balance Sheet for September 2021
- b) Profit and Loss Budget Overview Reports for September 2021
- c) Statement of Trust Funds – September 2021
- d) Revenue Fund Requisition Number 561 in the amount of \$276,103.40
- e) Bond Redemption and Improvement Fund Requisition Number 1072 in the total amount of \$15,932.00
- f) Construction Fund Requisition Numbers 145 through 147 in the total amount of \$8,029.75
- g) Project Summaries
- h) Developer Escrow Releases & Summaries

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

**OPERATIONS REPORT:**

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

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

### **SOLICITOR'S REPORT:**

- a) T-Mobile Lease - The Solicitor stated that the Lease for T-Mobile should be completed soon and be ready for execution.

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

### **ENGINEER'S REPORT:**

- a) Pressure Reducing Vaults – The Engineer stated that they continue to request a final payment/change order request from the contractor.
- b) Booster Station – The Engineer stated that Keystone Engineering had been making tweaks to the new SCADA system and it should be operational by November 1, 2021.
- c) Ridge Road Sewers – The Engineer stated the contractor had commenced work and installed all of the sewer mains outside of the roadways. He further stated that the contractor would be in the street for the remainder of the project.
- d) Green Ridge Estates – The Engineer stated there was nothing new with the Green Ridge Estates development.
- e) Constitution Square – The Engineer stated that the developer installed the first two (2) manholes at the wrong elevation and would be working to correct the elevation issue.
- f) Storage Tank – The Engineer stated they were still waiting on the Perkasio Borough's Solicitor's interpretation as to if PRA would need to appear before the Perkasio Borough's Zoning and Hearing Board.

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

### **MANAGER'S REPORT:**

- a) Resolution 2021-01: Meeting Dates for 2022 – The Manager presented Resolution 2021-01: Meeting Dates for 2022 for approval.  
**See Official Board Action**
- b) Resolution 2021-02: Establishing 2022 Budget – The Manager presented Resolution 2021-02: Establishing 2022 Budget for approval.  
**See Official Board Action**
- c) Resolution 2021-03: Establishing Salaries & Wages for 2022 – The Manager presented Resolution 2021-03: Establishing Salaries & Wages for 2022 for approval.  
**See Official Board Action**
- d) 2022 Holidays – The Manager presented the 2022 Holidays for approval.  
**See Official Board Action**
- e) PRA Sprinkler Accounts – The Manager presented the Board with a list of residential and non-residential sprinkler accounts. After some discussion, the Board directed the Manager to request that National Water Specialties Company, Brian J. Preski, attend the next Board meeting so the Board could ask additional questions regarding the backflow prevention program.
- f) Draft Letter to PWTA – The Manager presented the Board with a draft letter to PWTA regarding the 2011 EDU Reconciliation. The EDU reconciliation was done back in 2011 based on the data from 2010. He further stated that PWTA used the 2011 EDU Reconciliation to determine how many non-residential EDUs they were going to charge each municipality member. The Manager stated that PRA had some non-residential customers in the past that used significantly more water (i.e. a laundromat that is now a cell phone center) and PWTA does not return or refund members EDUs for non-residential customers. He further stated that the draft letter was requesting PWTA to perform a reconciliation at least every 3-5 years. The Board directed the Manager to send the letter to the PWTA Manager and all PWTA Board Members.
- g) RF Hill Radio Club – The Manager stated that the RF Hill Radio Club is a local amateur radio club that leases space on the PRA storage tank for their antenna. After some discussion about the lease and potential insurance liability, the Board directed the Manager to inform the RF Hill Radio Club that the lease would be not renewed for 2022.

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 to credit 526 Penny Lane, account #7460, the sewer charges for a malfunctioning toilet that was since fixed in the amount of \$251.70.

Upon motion by Watt, seconded by Rainear, the Board unanimously approved Resolution 2021-01: Meeting Dates for 2022.

Upon motion by Watt, seconded by Rainear, the Board unanimously approved Resolution 2021-02: Establishing 2022 Budget.

Upon motion by Watt, seconded by Rainear, the Board approved, with a vote of 4-1 with Horn voting nay, Resolution 2021-03: Establishing Salaries & Wages for 2022.

Upon motion by Watt, seconded by Rainear, the Board unanimously approved the 2022 Holidays.

**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 Horn, seconded by Bedillion, the meeting was adjourned at 7:50 p.m.

Respectfully Submitted,

  
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Patricia Fluck, Recording Secretary

  
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David Bedillion, Secretary

