

MINUTES OF THE REGULAR MEETING
OF THE MONTH OF SEPTEMBER
PERKASIE REGIONAL AUTHORITY
MONDAY, SEPTEMBER 12, 2022

The regular meeting of the month was convened in the Authority Office, 150 Ridge Road at 6:28 p.m. on September 12, 2022 by Chairman David Watt. Attending in addition to the Chairman were Board Members Stephen Algeo, David Bedillion, and Ben Rainear. Absent from the meeting with the consent of the Board was J. Thomas Horn. Staff members present: Nicholas Fretz, Manager, Peter C. Andersen, 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 Rainear, seconded by Watt, the Minutes of the regular meeting of August 08, 2022 were unanimously approved as written.

PUBLIC FORUM:

- a) None this meeting

CORRESPONDENCE:

- a) BCCD Letter – The Manager presented the Earth Disturbance Inspection Report from the BCCD regarding the Ridge Road Sewer Extension where the contractor had dumped the spoils from the work. The Manager stated there was a meeting scheduled for Thursday with BCCD to discuss more.
- b) 2023 MMO – The Manager presented the Minimum Municipal Obligation to the Board which was based off of the anticipated payroll total for 2022. That amount would be due in January 2023.
See Official Board Action
- c) PMAA Region 1 Fall Meeting – The Manager presented the PMAA Region 1 Fall Meeting to the Board which would be held on October 20th.
- d) 2022 Forest Park Water Customer Appreciation Golf Outing – The Manager presented the 2022 Forest Park Water Customer Appreciation Golf Outing to the Board which would be held on September 26th.

PWTA:

- a) Minutes from the August 2022 meeting
- b) August 2022 flow reports
- c) Re-Certification Letter – The Manager presented the letter to the Board which states PWTA would need to be re-certified by March 19, 2023 to remain a validly established Pennsylvania Authority.
- d) EDU Allocation Report – The Manager presented the EDU allocation report that showed PRA's total purchased capacity and total connections as of 12/31/22. That would leave the Authority with roughly 67 EDUs for any future development.
- e) Draft Letter to Purchase Capacity – The Manager presented the draft letter requesting to purchase 100 EDUs from the other members of PWTA.

FINANCIAL INFORMATION:

- a) Balance Sheet for August 2022
- b) Profit and Loss Budget Overview Reports for August 2022
- c) Statement of Trust Funds – August 2022
- d) Revenue Fund Requisition Number 572 in the amount of \$120,322.99.
- e) Bond Redemption and Improvement Fund Requisition Number 1078 in the amount of \$2,575.00.
- f) Construction Fund Requisition Number 172 in the total amount of \$10,756.20.
- g) Project Summaries
- h) Developer Escrow Releases & Summaries

Upon motion by Watt, seconded by Rainear, the Financial Information was unanimously approved.

OPERATIONS REPORT:

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

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

SOLICITOR'S REPORT:

- a) BCCD Letter – The Solicitor stated that after the Manager and Engineer's meeting on Thursday with the BCCD, he would have a better understanding on how to proceed.
- b) Addendums to Handbook – The Solicitor stated that an addendum to the handbook was in the process which would allow on-call employees to use company vehicles to drive to and from work when they are on-call and allow on-call employees the option to take off 1 day per week when they are on-call in lieu of being paid out overtime pay.

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

ENGINEER'S REPORT:

- a) Ridge Rd. Sewers – The Engineer stated that he had written the contractor a few times to complete his work. The contractor had not returned to perform the required work. The Board requested the Engineer to contact the contractors bonding company and to withhold the release of the final payment until further notice.
- b) Storage Tank – The Engineer stated that the design plans are in the process. He would not be able to simulate taking the reservoir off-line until the modification to the SCADA controls are completed. The Engineer added that they planned to go out to bid in November.
- c) 8th St. Commons – The Engineer stated that he reviewed the revised plans and issued a review letter.
- d) Spruce St. Townhouses – The Engineer stated that he provided a preliminary punch list to the developer.
- e) Old Bethlehem Pike – The Engineer stated that he met with a representative of PennVest regarding a possible grant to extend the water system on Old Bethlehem Pike to serve the existing homes with PFAS constituent concentrations above the health advisory limits.
- f) Ridge Run Well Abandonment – The Engineer stated that The Authority received bids for the abandonment of the two existing wells in the Ridge Run development. The Board requested the Engineer to re-advertise for new bids.
- g) Well #14 – The Engineer stated that he would be attending the Board of Supervisors meeting to discuss the redevelopment of well 14.

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

MANAGER'S REPORT:

- a) PRA Standards Specifications – The Manager presented the PRA standards specifications to the Board.
See Official Board Action
- b) RF Radio Hill Agreement – The Manager presented the RF Radio Hill Agreement to the Board.
See Official Board Action
- c) Letter Regarding PWTA Limits – The Manager presented to the Board the letter regarding PWTA limits and the Board tabled this letter until next meeting.
- d) 2023 Budget – The Manager presented to the Board the 2023 Budget. The Budget would need to be adopted by November.
- e) Deduct Water Meters for Irrigation – The Manager presented to the Board information about deduct water meters for irrigation. None of the Authorities/Boroughs/Townships that discharge to PWTA offered deduct meters. The Manager further stated that some of the larger Authorities (ie: Bucks County Water and Sewer Authority) offered deduct meters but they also charged an annual charge to maintain those meters and billing deductions. The Board denied deduct water meters for irrigation.
- f) 2022 Audit – The Manager presented the 2022 Audit to the Board. He further stated that not much had changed except the pension plan.
See Official Board Action
- g) Green Ridge Estates Escrow Release #3 – The Manager presented the Green Ridge Estates Escrow Release #3. The Contractor had completed almost all of the water/sewer improvements and requested to have the Letter of Credit reduced down.
See Official Board Action

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

OFFICIAL BOARD ACTION:

Upon motion by Watt, seconded by Rainear, the Board unanimously approved the 2023 Minimum Municipal Obligation.

Upon motion by Watt, seconded by Rainear, the Board unanimously approved PRA Standards Specifications.

Upon motion by Watt, seconded by Algeo, the Board unanimously approved the RF Radio Hill Agreement.

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

Upon motion by Watt, seconded by Rainear, the Board unanimously approved the Green Ridge Estates Escrow Release #3.

UNFINISHED BUSINESS/NEW BUSINESS:

Mr. Watt stated that the contractor for the Ridge Rd. Sewers should not be able to get a bid in the future and should not be able to do this again. The contractor did not finish his work as the contract stated.

Mr. Watt stated that the change in work hours for the operators and the person on-call taking the work vehicle home was a fair request. Mr. Algeo added that seatbelts must be worn by all workers.

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 Rainear, the meeting was adjourned at 7:55 p.m.

Respectfully Submitted,



Laura Snyder, Recording Secretary



David Bedillion, Secretary