

MINUTES OF THE REGULAR MEETING
OF THE MONTH OF JANUARY
PERKASIE REGIONAL AUTHORITY
MONDAY, JANUARY 08, 2024

The regular meeting of the month was convened in the Authority Office, 150 Ridge Road at 5:32 p.m. on January 08, 2024 by Chairman David Watt. Attending in addition to the Chairman were Board Members J. Thomas Horn, Vicki Miller (via Zoom), Gregory Martin and Stephen Algeo. Staff members present: Nicholas Fretz, Manager, Sean Torpey, Engineer, John N. Schaeffer, III, Esquire, Solicitor, and Laura Snyder, Accounts Payable.

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 2024.

Upon motion by Horn, seconded by Algeo, the Board unanimously appointed David Watt as Chairman for 2024.

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

Upon motion by Algeo, seconded by Miller, the Board unanimously agreed to appoint J. Thomas Horn for Vice-Chairman for 2024.

Upon motion by Martin, seconded by Algeo, the Board unanimously agreed to appoint Victoria Miller for Secretary for 2024.

Upon motion by Horn, seconded by Watt, the Board unanimously agreed to appoint Stephen Algeo for Treasurer for 2024.

Upon motion by Horn, seconded by Algeo, the Board unanimously agreed to appoint Gregory Martin for Assistant Secretary/Assistant Treasurer for 2024.

Upon motion by Watt, seconded by Horn, the board unanimously approved to reappoint the following Professional Staff from 2023 for 2024 and they are as follows:

Engineer: Andersen Engineering Associates, Inc.
Peter C. Andersen, P.E.
150 Ridge Road, Suite 2
Sellersville, PA 18960

Hydrogeologist: RMS Environmental
Matthew Mercuri
PO Box 399
Jamison, PA 18929

Solicitor: Eastburn & Gray
John N. Schaeffer, III, Esquire
60 E. Court Street, PO Box 1389
Doylestown, PA 18901

Auditor: Marcum LLP
Justin Nepo
1600 Market Street, 32nd Floor
Philadelphia, PA 19103

Financial Advisor: PFM Financial Advisors, LLC
Jamie Schlesinger, Director
2533 Yellow Springs Rd.
Malvern, PA 19355

Underwriter: Stifel, Nicolaus & Co.
Mark Quinn, III
1600 Market Street, Suite 1414
Philadelphia, PA 19103

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

Insurance Agent: FIFS Insurance
Kyle Zehr
199 Telford Pike
Telford, PA 18969

EXECUTIVE SESSION:

None this meeting.

MINUTES:

Upon motion by Horn, seconded by Miller, the Minutes of the regular meeting of December 11, 2023 were unanimously approved as written.

PUBLIC FORUM:

- a) 1700 Tabor Rd. – Richard and Melissa Veas asked the Board why they received a quarterly bill for a base rate of \$70.20 when they did not connect to public water. The Board informed the residents that they opted to have the piping installed from the meter pit to their residence but at time of connection inside their home, they declined service. The construction and access to public water was completed. The Board informed the residents that there were residents that opted out of the connection to run the piping to their homes and were not charged a base rate as the construction was not completed.
- b) 1704 Old Bethlehem Pike – Mike Hlywiak and Nate Kehs on behalf of Marissa Hlywiak requested from the Board a credit for damage to Marissa's tire/rim. Marissa's tire was significantly damaged due to a pot hole on Old Bethlehem Pike. Hlywiak also discussed with the Board how the contractor for the Old Bethlehem Pike construction, ran over their electric dog fence and fixed it by only twisting the wires together. They confirmed it was in working condition for now but did not know for how long since it was only twisted together.
See Official Board Action

CORRESPONDENCE:

None this meeting.

PWTA:

- a) Minutes from the November 2023 meeting
- b) November 2023 flow reports

FINANCIAL INFORMATION:

- a) Balance Sheet for December 2023
- b) Profit and Loss Budget Overview Reports for December 2023
- c) Statement of Trust Funds – December 2023
- d) Revenue Fund Requisition Number 588 in the amount of \$468,900.84.
- e) Bond Redemption and Improvement Fund Requisition Number 1140 thru 1143 in the total amount of \$73,114.50.
- f) Developer Escrow Releases & Summaries

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

OPERATIONS REPORT:

- a) Activity Report for December 2023
- b) Average production by month for December 2023
- c) Precipitation Report for December 2023
- d) Water Production Reports for December 2023
- e) Sewer truck reports

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

SOLICITOR'S REPORT:

- a) PennVEST Grant – The Solicitor stated that there was nothing new to report on the Grant.

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

ENGINEER'S REPORT:

- a) Ridge Rd. Reservoir – The Engineer stated that they were waiting on the contractor to do a final compaction as well as seed the site and install the new fence.
- b) Bethlehem Pike Water Main Ext. – The Engineer stated that the main line was complete and all of the services had been installed. Paving restoration was expected to start this year in March.
- c) Old Bethlehem Pike Water Main Ext. – The Engineer stated that the final pavement restoration had begun and was approximately 60% complete. The balance was estimated to be finished in March of this year.
- d) McClennen Tract – The Engineer stated the water main for phase 3 had been installed and they are waiting for a negative Bac-T test before he allows the installation of services.
- e) Well #14 – The Engineer stated that they began to survey the site in order to create an existing conditions plan. A meeting was scheduled for next week to discuss the look of the building.
- f) Well #4 – The Engineer stated that they began to survey the site in order to create an existing conditions plan. A meeting was scheduled for next week to discuss some renderings for presentation to East Rockhill Township.
- g) 9th St. Water Main Replacement – The Engineer stated that they began to survey and locate the existing conditions for the area between Cedar Avenue and South Street as well as the area of 8th St between the new commons and 9th St. Bid documents were prepared for the new water line replacement and would go out to bid in February with construction tentatively to begin in May 2024.

Upon motion by Watt, seconded by Miller, the Engineer's Report was unanimously approved.

MANAGER'S REPORT:

- a) 2024 Officer's Certificate – The Manager presented the 2024 Officer's Certificate to the Board.
See Official Board Action
- b) Audit Engagement Letter – The Manager presented the Audit Engagement Letter to the Board.
See Official Board Action
- c) McClennen Tract Escrow Release #1 – The Manager presented the McClennen Tract Escrow Release #1 to the Board. The release would be in the amount of \$1,195,006.25 with \$119,500.63 as retainage.
See Official Board Action

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

OFFICIAL BOARD ACTION:

Upon motion by Watt, seconded by Martin, the Board unanimously approved to credit 1704 Old Bethlehem Pike for the damage to her tire not to exceed \$500.00 and a 1 year warranty repair on their electric dog fence.

Upon motion by Watt, seconded by Horn, the Board unanimously approved the 2024 Officer's Certificate.

Upon motion by Watt, seconded by Horn, the Board unanimously approved the Audit Engagement Letter.

Upon motion by Watt, seconded by Horn, the Board unanimously approved the McClennen Tract Escrow Release #1 in the amount of \$1,195,006.25.

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 Algeo, the meeting was adjourned at 6:34 p.m.

Respectfully Submitted,



Laura Snyder, Recording Secretary



Victoria Miller, Secretary