

MINUTES OF THE REGULAR MEETING
OF THE MONTH OF OCTOBER
PERKASIE REGIONAL AUTHORITY
MONDAY, OCTOBER 14, 2024

The regular meeting of the month was convened in the Authority Office, 150 Ridge Road at 5:29 p.m. on October 14, 2024 by Chairman David Watt. Attending in addition to the Chairman were Board Members Vicki Miller, Gregory Martin and Stephen Algeo. Absent from the meeting with consent of the Board was J. Thomas Horn. Staff members present: Nicholas Fretz, Manager, Sean Torpey, 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 Martin, seconded by Miller, the Minutes of the regular meeting of September 9, 2024 were unanimously approved as written.

PUBLIC FORUM:

- a) 111 S. 4th St. – Matt from MCS of Pennsylvania requested relief from his bill due to a leaky toilet and has since been fixed.
See Official Board Action

CORRESPONDENCE:

- a) Region 1 Fall Meeting – The Manager presented to the Board the Region 1 Fall Meeting Invitation. Miller offered to represent PRA at the meeting.
- b) Water for People Gala – The Manager presented to the Board the Water for People Gala.
- c) Letter from Joe Pellecchia (Cleaning) – The Manager presented to the Board a letter from Joe Pellecchia requesting to increase the rate of the cleaning from \$225.00 per week to \$240.00 per week.
See Official Board Action
- d) KMIT Dividend Check – The Manager presented to the Board the KMIT Dividend Check. This was a refund of the Workers Compensation policy since PRA did not have any claims.
- e) NLC Water/Sewer Lateral Insurance – The Manager presented to the Board information on NLC Water/Sewer Lateral Insurance. The Board advised the Manager that it was not something they wished to entertain at this time.

PWTA:

- a) Minutes from the August 2024 meeting
- b) August 2024 flow reports
- c) 2025 PWTA Budget – The Manager informed the Board of the 2025 PWTA Budget. The budget increase from 2024 to 2025 was just under 16% and the increase in the last 3 years was over 40%.

FINANCIAL INFORMATION:

- a) Balance Sheet for September 2024
- b) Profit and Loss Budget Overview Reports for September 2024
- c) Statement of Trust Funds – September 2024
- d) Revenue Fund Requisition Number 597 in the amount of \$370,387.15.
- e) Bond Redemption and Improvement Fund Requisition Number 1184 thru 1192 in the total amount of \$232,421.46.
- f) Developer Escrow Releases & Summaries

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

OPERATIONS REPORT:

- a) Activity Report for September 2024
- b) Average production by month for September 2024
- c) Precipitation Report for September 2024
- d) Water Production Reports for September 2024
- e) Sewer truck reports

Upon motion by Martin, seconded by Miller, the Operations Report was unanimously approved.

SOLICITOR'S REPORT:

None this meeting.

ENGINEER'S REPORT:

- a) 809 Three Mile Run Rd. Subdivision – The Engineer stated that the first review of the 24 lot subdivision had been issued. The Engineer further stated that they were waiting for a revised plan submission.
- b) Green Ridge Estates West – The Engineer stated that they had completed a 4th review of the Green Ridge Estates West. He further stated that they were waiting for a revised plan submission.
- c) Ridge Rd. Reservoir Tank – The Engineer stated that they had applied for an operations permit with the DEP and were waiting for their review.
- d) McClennen Tract – The Engineer stated that the townhome services were being replaced prior to the meter installation. He further stated that they were developing a punch list of remaining work to be done for final inspection.
- e) Well #14 – The Engineer stated that they had begun the design of the water line to connect the well to the high-pressure service area. They were working through the approval process for the wetlands relocation so that they could finalize the land development plans.
- f) Well #4 – The Engineer stated that they had applied to PennVEST. They had contacted the Farmland Conservation Authority for approval. The categorical exclusion letter had been submitted and documents had been uploaded to PennVEST.
- g) 9th St. Water Main Lining – The Engineer stated that water mains and services had been reinstated and that they were waiting for As-Builts before approving final payment.
- h) Spruce St. Townhouses – The Engineer stated they had created a punch list of work to be completed before final acceptance of the project.
- i) Lawn Avenue Subdivision – The Engineer stated that they had completed a preliminary review and were setting up a meeting with the developer to discuss overarching issues and expectations.

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

MANAGER'S REPORT:

- a) 2025 Budget – The Manager presented to the Board the 2025 Budget, Resolution 2024-03: Establishing 2025 Operating Budget, and Resolution 2024-04: Establishing Water and Sewer Rates for 2025. The Board tabled the 2025 Budget and Resolutions 2024-03 and 2024-04. They requested the Manager to make a few adjustments and to advertise for a special meeting to discuss the budget.
- b) Resolution 2024-05: Establishing 2025 Salaries & Wages – The Manager presented to the Board the Resolution 2024-05: Establishing 2025 Salaries & Wages.
See Official Board Action
- c) Resolution 2024-06: Establishing 2025 Meeting Dates – The Manager presented to the Board the Resolution 2024-06: Establishing 2025 Meeting Dates.
See Official Board Action
- d) Stratix Computer Upgrade Quote – The Manager presented to the Board the Stratix Computer Upgrade Quote to upgrade a number of computers that were operating on the Windows 10 platform which Microsoft would stop supporting mid-2025.
See Official Board Action
- e) New Employee – The Manager presented to the Board a potential operator applicant, Numa Pompilio. The Manager stated he would like to offer this position at a rate of \$30.00/hr through 2024 and 2025 with an understanding that he would get his CDL and all of the minimum water and sewer licenses.
See Official Board Action
- f) Service Line Inventory – The Manager stated that he submitted the service line inventory to DEP and a letter would be sent out to residents.

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

OFFICIAL BOARD ACTION:

Upon motion by Watt, seconded by Martin, the Board unanimously approved to credit 111 S. 4th St. for the sewer charges in the amount of \$2,065.95.

Upon motion by Watt, seconded by Miller, the Board unanimously approved the rate increase of \$240.00 per week for Joe Pellecchia to clean PRA office.

Upon motion by Watt, seconded by Martin, the Board unanimously approved Resolution 2024-05: Establishing 2025 Salaries & Wages and Resolution 2024-06: Establishing 2025 Meeting Dates.

Upon motion by Watt, seconded by Martin, the Board unanimously approved the Stratix Computer Upgrade Quote not to exceed \$20k.

Upon motion by Watt, seconded by Martin, the Board unanimously approved the Manager to offer the operator position to Numa Pompilio at a rate of \$30.00/hr with the understanding that he would get his CDL and all of the minimum water and sewer licenses.

UNFINISHED BUSINESS/NEW BUSINESS:

The Board directed the Manager to advertise for a special meeting on October 23rd at 4pm with the only item on the agenda being the 2025 Budget and corresponding Resolutions.

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 Martin seconded by Algeo, the meeting was adjourned at 7:00 p.m.

Respectfully Submitted,



Laura Snyder, Recording Secretary



Victoria Miller, Secretary