MINUTES OF THE REGULAR MEETING
OF THE MONTH OF OCTOBER
PERKASIE REGIONAL AUTHORITY
TUESDAY, OCTOBER 14, 2025

The regular meeting of the month was convened in the Authority Office, 150 Ridge Road at 5:29 p.m. on October 14, 2025 by Chairman David Watt. Attending in addition to the Chairman were Board Members J. Thomas Horn, Vicki Miller, Stephen Algeo and Gregory Martin. Staff members present: Nicholas Fretz, Manager, Jakob Reilly, EIT, John N. Schaeffer, III, Esquire, Solicitor, and Laura Snyder, Accounts Payable.

NEW BUSINESS:

None this meeting.

EXECUTIVE SESSION:

The Board met in Executive Session prior to the meeting to discuss personnel.

MINUTES:

Upon motion by Martin, seconded by Miller, the Minutes of the regular meeting of September 9, 2025 were unanimously approved as written with Algeo abstaining.

PUBLIC FORUM:

a) 401 N. 7th St. – Michael Fewer requested relief from his bill due to a leaky toilet that has since been fixed. The Board informed Fewer that he had requested and received a one-time credit for a leaky toilet in 2023. The Board did not approve his request.

CORRESPONDENCE:

a) PMAA Region 1 Fall Meeting – The Manager presented to the Board the PMAA Region 1 Fall Meeting on November 13th at the Pinecrest Country Club.
b) Water for People – The Manager presented to the Board the Water for People Gala at the William Penn Inn on November 13th.

PWTA:

a) Minutes from the August 2025 meeting
b) August 2025 flow reports
c) 2026 Budget

FINANCIAL INFORMATION:

a) Balance Sheet for September 2025
b) Profit and Loss Budget Overview Reports for September 2025
c) Statement of Trust Funds – September 2025
d) Revenue Fund Requisition Number 609 in the amount of $408,583.62.
e) Bond Redemption and Improvement Fund Requisition Number 1244 thru 1248 in the total amount of $51,282.40.
f) Developer Escrow Releases & Summaries

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

OPERATIONS REPORT:

a) Activity Report for September 2025
b) Average production by month for September 2025
c) Precipitation Report for September 2025
d) Water Production Reports for September 2025
e) Sewer truck reports

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

SOLICITOR'S REPORT:

a) Well Guarantee Agreement – The Solicitor stated that he had received feedback from East Rockhill Township's Solicitor and would be making minor adjustments to the agreement.
b) Right to Know Request – The Solicitor stated that he had received a Right to Know Request for purchase orders from January 2021 to present day and had drafted a response that was sent a few days later stating that we do not issue purchase orders.

Upon motion by Martin, seconded by Miller, the Solicitor's Report was unanimously approved.

ENGINEER'S REPORT:

a) 8th Street Commons – The Engineer stated that there was no change in the progress of the project.
b) Spruce Street Townhouses – The Engineer stated that there was no change in the progress of the project. Final punch list had been completed and they were waiting on receipt of as-built plans before final acceptance.
c) Lawn Ave. Subdivision - The Engineer stated that there was no change in the progress of the project. He stated that he was waiting for a revised set of plans and also waiting or a financial feasibility analysis from the developer on completing the loop through Ridge Road.
d) Constitution Square – The Engineer stated that there was no change in the progress of the project. He stated that they were waiting for the completion of the remaining punch list items before final acceptance.
e) McClennen Tract – The Engineer stated that there was no change in the progress of the project. He stated that they were developing a punch list of remaining work to be done for final inspection.
f) Well 14 – The Engineer stated that there was no change in the progress of the project. He stated that they had submitted renderings of the proposed well house and had received comments from the Township.
g) Green Ridge Estates West – The Engineer stated that construction had begun and the sanitary installation had been completed. Installation of the water main should begin around October 13th.
h) 809 Three Mile Run Rd – The Engineer stated that the final tests had been completed and they were waiting for the contractor to schedule the capping of the existing services.
i) Ridge Road Booster Pump – The Engineer stated that they had met with the Borough to review the preliminary plan set and stormwater management requirements. They were preparing to go before the Borough Council for a waiver of land development.
j) Well #10 – The Engineer stated that they had met with the Borough about the preliminary plan set and storm water management requirements. They were preparing to go before the Planning Commission and the subsequent Borough Council seeking plan approval.
k) Well #4 – The Engineer stated that the temporary filtration system was online. They were working through the specifics of subgrade testing and material submittals before the contractor returns to the site to begin construction of the building.
l) Well #7 – The Engineer stated that they had applied to the DEP for the construction permit and were finishing the application for the sanitary backwash connection. They were waiting to hear back from the Agricultural Land Preservation & Open Space Program and were finalizing items to be uploaded to PennVEST.

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

MANAGER'S REPORT:

a) Resolution 2025-04: Establishing 2026 Budget – The Manager presented to the Board the Resolution 2025-04: Establishing 2026 Budget.
See Official Board Action

b) Resolution 2025-05: Establishing 2026 Water & Sewer Rates – The Manager presented to the Board the Resolution 2025-05: Establishing 2026 Water & Sewer Rates. The Manager stated that the average customer having both water and sewer service would see an increase of roughly 3%.
See Official Board Action

c) Resolution 2025-06: Application for PennVEST Grant – The Manager presented to the Board the Resolution 2025-06: Application for PennVEST Grant.
See Official Board Action

d) Letter of Responsibility – The Manager presented to the Board the Letter of Responsibility for Well #7 PFAS Treatment Building.
See Official Board Action

e) 2026 Capital Project List – The Manager presented to the Board the 2026 Capital Project List. This list has many items on it that would need attention in the coming years. Some of them could be done in-house but most would need to be put out to bid.

f) Officer's Certificate/No Default Letter – The Manager presented to the Board the Officer's Certificate/No Default Letter.
See Official Board Action

g) 2026 Salary & Wages – The Manager presented to the Board the 2026 Salary & Wages.

h) Employee Resignation – The Manager presented to the Board an employee resignation letter from a systems operator.

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

OFFICIAL BOARD ACTION:

Upon motion by Watt, seconded by Martin, the Board unanimously approved Resolution 2025-04: Establishing 2026 Budget.

Upon motion by Algeo, seconded by Miller, the Board unanimously approved Resolution 2025-05: Establishing 2026 Water & Sewer Rates.

Upon motion by Horn, seconded by Martin, the Board unanimously approved Resolution 2025-06: Application for PennVEST Grant.

Upon motion by Miller, seconded by Martin, the Board unanimously approved the Letter of Responsibility.

Upon motion by Watt, seconded by Martin, the Board unanimously approved the Officer's Certificate/No Default Letter.

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 Algeo seconded by Horn, the meeting was adjourned at 6:27 p.m.

Respectfully Submitted,

Laura Snyder, Recording Secretary

Victoria Miller, Secretary