

MINUTES OF THE REGULAR MEETING  
OF THE MONTH OF MARCH  
PERKASIE REGIONAL AUTHORITY  
MONDAY, MARCH 9, 2026

The regular meeting of the month was convened in the Authority Office, 150 Ridge Road at 4:58 p.m. on March 9, 2026 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, 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 Horn, the Minutes of the regular meeting of February 9, 2026 were unanimously approved as written.

**PUBLIC FORUM:**

- a) 320 Kent Ln. – Carlos Zuluaga requested relief from his bill due to a leaky toilet that has since been fixed.  
**See Official Board Action**
- b) 404 Arch St. – Robert Long requested relief from his bill due to a leaky toilet that has since been fixed.  
**See Official Board Action**
- c) 610 N. 7<sup>th</sup> St. – The Manager, on behalf of Angela Pearson, requested relief from her bill due to a leaky toilet that has since been fixed.  
**See Official Board Action**
- d) 709 Hunters Run – Emily Wheel requested relief from her bill due to a leaky toilet that has since been fixed.  
**See Official Board Action**

**CORRESPONDENCE:**

None this meeting

**PWTA:**

- a) Minutes from the January 2026 meeting
- b) January 2026 flow reports
- c) Hilltown EDU Request

**FINANCIAL INFORMATION:**

- a) Balance Sheet for February 2026
- b) Profit and Loss Budget Overview Reports for February 2026
- c) Statement of Trust Funds – February 2026
- d) Revenue Fund Requisition Number 614 in the amount of \$116,686.79.
- e) Bond Redemption and Improvement Fund Requisition Number 1262 thru 1263 in the total amount of \$39,532.00.
- f) Developer Escrow Releases & Summaries

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

**OPERATIONS REPORT:**

- a) Activity Report for February 2026
- b) Average production by month for February 2026
- c) Precipitation Report for February 2026
- d) Water Production Reports for February 2026
- e) Sewer truck reports

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

**SOLICITOR'S REPORT:**

None this meeting.

**ENGINEER'S REPORT:**

- a) 8<sup>th</sup> Street Commons – The Engineer stated that there was no change in the progress of the project.
- b) 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.
- c) Green Ridge Estates West – The Engineer stated that there was no change in the progress of the project. The final tests had been completed and they were waiting for the contractor to schedule the capping of the existing services.
- d) 809 Three Mile Run Rd – The Engineer stated that there was no change in the progress of the project. The contractor completed the corp capping of the existing services. They were developing a punch list of work to be completed before final acceptance.
- e) Green Ridge Estates East – The Engineer stated that there was no change in the progress of the project. They received as-built plans and were in the process of reviewing them. They also were developing a punch list of work to be completed before final acceptance.
- f) Lawn Ave. Subdivision – The Engineer stated that there was no change in the progress of the project. They had met with PennDOT who informed them that hanging pipe on the bridge would not be possible and the developer was considering alternate options for proposal.
- g) Constitution Square – The Engineer stated that they were monitoring the contractor's installation of the correct double check valves.
- h) Well 4 – The Engineer stated that the contractor had returned to the site and started to pour the foundation. They were continuing to review material submittals for the building and monitoring the concrete test results.
- i) Well 7 – The Engineer stated that they were continuing to update the plans to reflect the third tank and adjusted building size. They were creating electrical and structural plans to be incorporated into the bid docs and met with M&W Precast to begin the design of the prefabricated building.
- j) Well 10 – The Engineer stated that they completed the Stormwater Management design were applying to Perkasio Borough, the Bucks County Conservation District and the Bucks County Planning Commission.
- k) Well 14 – The Engineer stated that they had received the Waiver of Land Development from the Township as well as the variances and special exception from the Zoning Hearing Board. They were continuing to design the building's internal plan set and were laying out the proposed pipe skids.
- l) Ridge Road Booster Pump – The Engineer stated that they had received a Waiver of Land Development from the Perkasio Borough Council and had made plan edits based on the Perkasio Borough Engineer's review letter. They were preparing bid documents and creating electrical and structural plans to be incorporated into them.
- m) Callowhill St. – The Engineer stated that they had started surveying Callowhill St. and parts of Shadywood Dr. to replace water mains that would break often over the years.
- n) Cost Estimate for 309 – The Engineer stated that he had been working on receiving a few quotes for different options to get water to the other side of 309.
- o) PRA Construction Details and Specs. – The Engineer stated that they had completed the changes that were requested from the Board last month to the PRA Construction Details and Specs.

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

**MANAGER'S REPORT:**

- a) 2025 CCR – The Manager presented to the Board the 2025 Consumer Confidence Report.  
**See Official Board Action**
- b) Alexander's Lawn Care Quote – The Manager presented to the Board a quote from Alexander's Lawn Care for 2026 grass cutting of PRA's well locations and office.  
**See Official Board Action**
- c) Aqua Letter – The Manager presented to the Board a letter that was received from Aqua introducing themselves and the history behind their business.
- d) Phone System Upgrade Quote – The Manager presented to the Board a quote from Galco Communications to replace PRA's telephones and telephone lines.  
**See Official Board Action**
- e) Arbitrage Rebate Engagement Letter – The Manager presented to the Board the Arbitrage Rebate Engagement Letter regarding PRA's two outstanding bonds/loans.  
**See Official Board Action**
- f) Construction Completion Officer's Certificate – The Manager presented to the Board the Construction Completion Officer's Certificate.  
**See Official Board Action**
- g) Clemens Uniform Contract – The Manager presented to the Board the Clemens uniform contract for a new five-year term.  
**See Official Board Action**

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 320 Kent Ln. for the sewer charges in the amount of \$214.70 plus late fees.

Upon motion by Watt, seconded by Miller, the Board unanimously approved to credit 404 Arch St. for the sewer charges in the amount of \$157.80 plus late fees.

Upon motion by Watt, seconded by Miller, the Board unanimously approved to credit 610 N. 7<sup>th</sup> St. for the sewer charges in the amount of \$382.70 plus late fees.

Upon motion by Watt, seconded by Horn, the Board unanimously approved to credit 709 Hunters Run for the sewer charges in the amount of \$138.20 plus late fees.

Upon motion by Watt, seconded by Horn, the Board unanimously approved the 2025 Consumer Confidence Report.

Upon motion by Watt, seconded by Martin, the Board unanimously approved Alexander's Lawn Care Quote for 2026 grass cutting (\$370.00 per cut – 8 wells/\$175.00 per cut – Office).

Upon motion by Watt, seconded by Algeo, the Board unanimously approved the Phone System Upgrade Quote from Galco Communications with a one-time cost of \$2,225.00 for equipment and installation and recurring monthly cost of \$168.00 for phone lines.

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

Upon motion by Watt, seconded by Martin, the Board unanimously approved the Construction Completion Officer's Certificate.

Upon motion by Watt, seconded by Miller, the Board unanimously approved the Clemens Uniform Contract for five years.

**UNFINISHED BUSINESS/NEW BUSINESS:**

None this meeting.

**CHAIRMAN'S REMARKS:**

None this meeting.

**PUBLIC FORUM II:**

None this meeting.

**EXECUTIVE SESSION:**

The Board met in executive session to discuss personnel and did not reconvene.

**ADJOURN:**

There being no further business to come before the Board in the regular session and upon motion by Horn seconded by Miller, the meeting was adjourned at 6:02 p.m.

Respectfully Submitted,

  
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Laura Snyder, Recording Secretary

  
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Victoria Miller, Secretary