

MINUTES OF THE FIRST REGULAR MEETING  
OF THE MONTH OF NOVEMBER  
PERKASIE REGIONAL AUTHORITY  
MONDAY, NOVEMBER 5, 2018

The first regular meeting of the month was convened in the Authority Office, 150 Ridge Road at 7:00 p.m. on November 5, 2018 by Chairman David Watt. Attending in addition to the Chairman were Board Members J. Thomas Horn, Stephen Algeo, David Bedillion and Robert Wasson. Staff members present: Nicholas Fretz, Manager, David Horst, Engineer, John N. Schaeffer, III, Esquire, Solicitor and Patricia Fluck, Accounting Assistant.

MINUTES:

Upon motion by Wasson, seconded by Horn, the Minutes of the regular meeting of October 16, 2018 were unanimously approved as written.

PUBLIC FORUM:

401 Daniella Circle – Mr. Castiglia (property owner) returned (as requested by PRA Board at the September 11, 2018 Board meeting) to update the Board on the water quality issue regarding his property and stated that the water quality has been good since the last time he attended the meeting and requested a credit for only 5,000 gallons of water and sewer due to flushing the property.

See Official Board Action

CORRESPONDENCE:

- a) PMAA Region 1 Dinner Meeting - The Manager informed the Board of the PMAA Region 1 Dinner Meeting on November 15, 2018 and advised if anyone would like to attend, please let him know.
- b) KMIT Refund – The Manager informed the Board that PRA received a dividend check for \$1,479.46 from KMIT. This amount represents fund years 2013 and 2014 for PRA's safety successes through those years.

FINANCIAL INFORMATION:

- a) Revenue Fund Requisition Number 516 in the amount of \$68,236.63.

Upon motion by Bedillion, seconded by Algeo, the Financial Report and the List of Bills – Items a) was unanimously approved.

MANAGER'S REPORT:

- a) Hughes Avenue Sewer – The Manager stated that the sewer main is substantially completed even though the staff encountered rock during the project. He further stated that the only items remaining was installing the lateral to the property line for 217 Branch Road, road restoration and any other property restoration that was disturbed during the project. The Manger also stated that he was informed by the Health Department that the property at 217 Branch Road will be required to connect within 60 days after the project is complete and if connection is not made, the Health Department would begin fining the property owner. In addition, he stated that after the project is complete with all costs for this project (including final paving and restoration), the Board would be updated on the total tapping fee for this property owner.
- b) Ridge Road Force Sewer Main – The Manager stated this project should begin the week of November 12, 2018 with the PRA crew installing a 1.5 inch force sewer main along the right-of-way from 204 North Ridge Road to the terminus manhole. In addition, John Dembrosky will mole the property as much as possible so there is little disturbance to the properties (i.e. driveways) as possible.

MANAGER'S REPORT (CONTINUED):

- c) Jet Truck Trailer – The Manager stated that they were in contact with Hot Jet USA and the jet trailer PRA staff was interested in checking out at Arlington Cemetery is not available for PRA to demo. He further stated that the company offered to fly the Systems Supervisor and the Manager to their headquarters to demo the jet trailer PRA is interested in purchasing. He stated that since our current jet truck is inspected until mid 2019, the staff is going to wait until January 2019 to fly out and demo the trailer.
- d) Perkasio Borough/PRA Snow Removal Agreement – The Manager stated that at the last meeting the Board discussed the PRA crew assisting the Borough in the clean-up of snow from the downtown area. The Borough requested the Agreement in writing and they will be adopting a Resolution as well. The Agreement was the rate being \$75/hour during normal business hours and \$100 during non-business hours. He further stated the agreement was only for the 2018-2019 snow season and would need to be approved/amended every year.

See Official Board Action

- e) ERT Zoning Hearing Board – The Manager stated that East Rockhill Township Zoning/Hearing Board requested to utilize the PRA Board Room. The Manager of East Rockhill Township asked if they could utilize the room for the December 10, 2018 meeting due to the fact that the High School had a conflict. In addition, ERT would also be interested in potentially using the room again in 2019. The Manager further stated that allowing the neighboring municipalities (especially the ones that we serve with water and/or sewer) was good for the Authority. He further stated that the question was do we charge the neighboring municipalities since PRA would have to pay one of the Authority staff to be at the office from 5:30 p.m. until about 10:00 p.m. If the neighboring municipalities would want to use the building often, then the PRA customers would be paying to have a PRA employee paid overtime for other municipalities. The Manager recommended the rate be a flat \$50/hour rate to rent the room for after-hour meetings. The Board directed the Manager to inform all neighboring municipalities of the availability of PRA's Board Room at a cost of \$50.00 per hour – with a two (2) hour minimum charge.
- f) Perkasio Garden Club – The Manager stated that the Garden Club agreed to add PRA to their \$1M liability policy and the Garden Club's policy would cover all of the PRA assets in the event anything was damaged in/around the building. He further stated that PRA's insurance policy already covers the possibility of someone falling, slipping, tripping or getting hurt. The Manager recommended the Board allow the Garden Club to utilize the Board Room five (5) times throughout the 2019 calendar year (once every month from January through May) in exchange the Garden Club would weed and trim our roses 3 times during the growing season, as indicated in the Agreement.

See Official Board Action

- g) 2018 Employee Longevity Bonus – The Manager submitted the 2018 Employee Longevity Bonus. He further stated that the bonus was made up of two parts, the first being a "base" bonus of \$200 and the other being a longevity bonus based on years of service. The longevity portion is \$25.00 per year, so the bonuses would range from \$310.00 to \$640.00. The total bonus payout for all employees would be \$3,720.00. Chairman Watt stated that he would like the KMIT refund (\$1,479.46 for this year) added to the employee's bonuses due to the fact that they remained healthy and didn't have any workers compensation claims (an additional \$185 per employee). The Board discussed all options for the employee bonuses.

See Official Board Action

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

OFFICIAL BOARD ACTION:

Upon motion by Watt, seconded by Algeo, the Board unanimously approved to credit 401 Daniella Circle, account 6965, the sewer and water charges due to flushing the property for a water quality issue in the amount of \$55.00. The Board further stated that they usually only give a one time credit to a property owner, however, since this issue was a water quality issue due to new development, the \$55.00 credit approved today will not be considered the property's one time credit.

Upon motion by Horn, seconded by Algeo, the Board unanimously approved the Perkasio Borough/PRA Snow Removal Agreement for the 2018-2019 snow season at a rate being \$75/hour during normal business hours and \$100 during non-business hours.

Upon motion by Algeo, seconded by Bedillion, the Board unanimously approved the Garden Club to utilize the Board Room five (5) times throughout the 2019 calendar year (once every month from January through May) in exchange the Garden Club would weed and trim PRA's roses 3 times during the growing season, as indicated in the Agreement.

Upon motion by Wasson (as recommended by the PRA Manager and without the additional KMIT refund (\$1,479.46 for this year) that was recommended by Chairman Watt) with the total bonus payout for all employees would be \$3,720.00, seconded by Algeo, the Board approved, with a vote of 3-2 with Watt and Horn opposed.

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 7:46 p.m.

Respectfully Submitted,

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Patricia Fluck, Recording Secretary

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Robert Wasson, Secretary