

MINUTES OF THE ONLY REGULAR MEETING
OF THE MONTH OF SEPTEMBER
PERKASIE REGIONAL AUTHORITY
TUESDAY, SEPTEMBER 17, 2019

The only regular meeting of the month was convened in the Authority Office, 150 Ridge Road at 6:30 p.m. on September 17, 2019 by Chairman David Watt. Attending in addition to the Chairman were Board Members J. Thomas Horn, Stephen Algeo, Robert Wasson and David Bedillion. Staff members present: Nicholas Fretz, Manager, Peter C. Andersen, Engineer, John N. Schaeffer, III, Esquire, Solicitor and Patricia Fluck, Accounting Assistant.

EXECUTIVE SESSION:

The Chairman announced that the Board met in an executive session prior to the regular Board meeting to discuss real estate.

MINUTES:

Upon motion by Algeo, seconded by Horn, the Minutes of the regular meeting of August 20, 2019 were approved as written, with Wasson abstaining.

PUBLIC FORUM:

- a) Andrew Rumbold of South 8th Street and Justin Stottlar of South 4th Street were present.
- b) 502 S. 8th Street, Perkasio, PA – Mr. John Rumbold (property owner) stated he was present to discuss the smart meter program and the fee apparently being levied. He further requested that the Board rescind that fee. He further stated that first of all this program was never done properly and the fee was an afterthought and wasn't part of the planning process for the smart meters. He further stated that he views this as a punitive measure designed to force him into accepting the smart meters. Secondly, he does not think the \$10 cost is reflective of how long it takes someone to get out of the truck and walk over to the meter and thirdly this was not on the Agenda and would probably be a violation of the Sunshine Law. Chairman Watt stated the Board would take it into consideration.
- c) Jamie Schlesinger, PFM Financial Advisors & Mark Quinn, Stifel, Nicolaus & Co. – Refinancing Update - Mr. Schlesinger and Mr. Quinn made an updated presentation to the Board regarding the formal bond process. The Manager informed the Board they would need to approve Resolution 2019-04 - Authorizing 2019 Bond Issue so PRA can settle at the end of 2019.

See Official Board Action
- d) Richard Brooks (Constitution Square) - Mr. Brooks was not able to attend the meeting so the Board tabled this item to the next meeting.

CORRESPONDENCE:

- a) 119 N. 7th Street, Perkasio, PA – Ms. Schwabe (tenant) requested a credit on the sewer portion of her bill for a malfunctioning toilet that was since fixed.

See Official Board Action
- b) 1105 N. 7th Street, Perkasio, PA – No property owner attended the meeting so the Board tabled this item to the next meeting.
- c) Pennridge Chamber of Commerce Invite - The Manager informed the Board of the Pennridge Chamber of Commerce Invite and advised if anyone would like to attend, please let him know.

CORRESPONDENCE (CONTINUED):

- d) RTK Requests - The Manager informed the Board of the Right to Know Requests submitted to PRA and told the Board that the information would be released as soon as the Solicitor has reviewed and redacted items of a personal nature from the released information.

PWTA:

- a) Minutes from the July 2019 meeting
- b) July 2019 flow reports – Mr. Wasson, Chairman of PWTA, presented pictures of the various meters located throughout the PWTA service area.

FINANCIAL INFORMATION:

- a) Balance Sheet for August 2019
- b) Profit and Loss Budget Overview Reports for August 2019
- c) Statement of Trust Funds – August 2019
- d) Revenue Fund Requisition Number 533 in the amount of \$94,607.61.
- e) Construction Fund Requisitions Numbers 56 through 59 in the amount of \$20,088.50.
- f) Project Summaries

Upon motion by Wasson, seconded by Bedillion, the Financial Report and the List of Bills – Items d) through e) were unanimously approved.

OPERATIONS REPORT:

- a) Activity Report
- b) Sewer truck report – Internal Use Value Report
- c) Average production by month for August 2019
- d) Precipitation Report for August 2019
- e) Water Production Reports for August 2019

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

SOLICITOR'S REPORT:

- a) 1213 Tunnel Road - The Solicitor presented a letter sent to the property owner (copies were also sent to the Health Department and Perkasio Borough Solicitor) giving the property owner 30 days to comply with the matters and if not complied with, PRA would proceed to install a shut off valve and terminating service to the property until full compliance. The Solicitor indicated as of this meeting there has been no contact from the property owner but the owner has until September 27, 2019. He further stated that after that date he recommended PRA post the property with the date for shut off, give notice of shut off to the Health Department and Perkasio Borough, install the shut off valve and shut off service.

See Official Board Action

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

ENGINEER'S REPORT:

- a) Booster Station – The Engineer stated they expect to submit Conditional Use Plans and Land Development Plans to East Rockhill Township by the end of September.
- b) Country Ridge – The Engineer stated they received the as-built drawings.
- c) Pennridge Airport - The Engineer stated they prepared a punch list.
- d) Perkasio Woods – The Engineer stated they have stopped working on this project.
- e) Hidden Meadows – The Engineer stated the developer has completed most of Sections 1 and 2 and all the main line work for Section 3.

Upon motion by Wasson, seconded by Bedillion, the Engineer's Report was unanimously approved.

MANAGER'S REPORT:

- a) 2020 Minimum Municipal Obligation (MMO) – The Board was presented with the 2020 Pennsylvania Municipal Retirement System (PMRS) spreadsheet calculating the MMO. The 2020 MMO was based on the 2019 payroll estimate.
- b) Perkasio Garden Club Agreement – The Manager presented the Perkasio Garden Club Agreement to the Board. He further stated this is essentially the same Agreement as in 2019, with the only change being that the Agreement would be for two (2) years instead of the prior one (1) year. The Agreement allows the Garden Club to utilize the Board Room five (5) times throughout the 2020 and 2021 calendar years (once every month from January through May) in exchange the Garden Club would weed and trim our roses 3 times during the growing season.

See Official Board Action

- c) Uninvest Deposit Account – The Manager stated that Uninvest had a special "Municipal" money market account that pays 2.25% on any funds with a minimum of \$1M. He further stated that this was slightly better than what PRA was currently getting with US Bank and there was no term or penalty for withdrawal. The Manager stated that in the event PRA would need to use some of the funds and the account drops below \$1M, PRA would just transfer all of the funds back to US Bank and get the roughly 1.75% that PRA was currently getting. The Manager stated the Board would need to approve Revenue Requisition #534 to transfer the funds from the Revenue Fund to the Operating Account so that PRA staff can issue a check to Uninvest to set up the account.

See Official Board Action

- d) SCADA Upgrade – The Manager stated the current SCADA system that PRA has been using (since about 2008) uses radios and antennas to send the signals from the wells and tanks back to the computer. He further stated the computer was currently running on Windows XP and unfortunately PRA can't just replace the computer and continue running the same system as that system only runs on XP. The Manager presented a new quote from Keystone Engineering that would be to upgrade the entire system using cellular modems at each well/tank location as well as upgrade the computer (and program) to run on Windows 10. He further stated that in order to bring the pump station online and communicate with our wells, this upgrade will be needed. The Manager stated the cost for this system was about \$85k and PRA did not get quotes because this was proprietary and this was the company that had originally set up our system back in 2008 and asked for the Board's approval to accept Keystone Engineering's quote.

See Official Board Action

MANAGER'S REPORT (CONTINUED):

- e) Vehicle List - The Manager presented the Vehicle List as requested.
- f) Sewer to Mountain View Road - The Manager stated that Andersen Engineering had come up with an estimated construction cost of about \$675k to get the sewer from the PRA building out to Mountain View. He further stated that there were not many existing residents along this road, but the current dwellings that do exist have failing systems and would welcome public sewer. The Manager stated that if PRA were to just divide that cost by the approximate 15 dwellings, tapping fees would be in excess of \$50k. He further stated that PRA may want to include some of the "developer" projects on the other side of Route 309 and include those EDUs, since all of those units would ultimately utilize this line for sewer. The Manager stated that if PRA were to do that, we could lower the cost to the existing residents, possibly get a mandatory connection ordinance granted by West Rockhill Township and show the developers in that area that PRA was serious about getting service to that area of the Township.
- g) 2020 Budget Projection - The Manager presented the preliminary proposed budget for 2020. This proposal included the rates staying relatively flat, with a \$0.25 reduction for the average customer (which is exactly what we had last year).

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

OFFICIAL BOARD ACTION:

Upon motion by Wasson, seconded by Horn, the Board unanimously approved Resolution 2019-04 - Authorizing 2019 Bond Issue.

Upon motion by Watt, seconded by Bedillion, the Board unanimously approved to credit 119 N. 7th Street, account #6375, the sewer charges due to a malfunctioning toilet that was since fixed in the amount of \$658.55.

Upon motion by Watt, seconded by Wasson, the Board unanimously approved and directed PRA staff to install a shut off valve, post the property with the date for shut off, give notice of shut off to the Health Department and Perkasio Borough and after September 27, 2019 terminate service to the 1213 Tunnel Road property until property is in full compliance with all outstanding matters.

Upon motion by Watt, seconded by Algeo, the Board unanimously approved the Perkasio Garden Club Agreement for the 2020 and 2021 calendar years.

Upon motion by Watt, seconded by Wasson, the Board unanimously approved Revenue Requisition #534 in the amount of \$1,000,000.00 to be placed in the Uninvest money market account.

Upon motion by Watt, seconded by Horn, the Board unanimously approved to accept Keystone Engineering's Quote dated August 9, 2019 in the amount of \$84,750.00.

CHAIRMAN'S REMARKS:

None this meeting.

PUBLIC FORUM II:

None this meeting.

EXECUTIVE SESSION:

The Board did not have an Executive Session after the 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 8:15 p.m.

Respectfully Submitted,

Patricia Fluck, Recording Secretary

David Bedillion, Secretary