

MINUTES OF THE REGULAR MEETING  
OF THE MONTH OF FEBRUARY  
PERKASIE REGIONAL AUTHORITY  
MONDAY, FEBRUARY 10, 2020

The regular meeting of the month was convened in the Authority Office, 150 Ridge Road at 6:30 p.m. on February 10, 2020 by Chairman David Watt. Attending in addition to the Chairman were Board Members J. Thomas Horn and Stephen Algeo. Absent with the consent of the Board was 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 did meet 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 January 13, 2020 were approved as written.

**PUBLIC FORUM:**

- a) 518 Waltham Lane, Perkasio, PA – Property owner Chris Grossbach requested a credit on the sewer portion of their bill for what he believed was an outside faucet that was left on and has now been disassembled to stop any use from that outside faucet.  
**See Official Board Action**
- b) Dave Worthington, Old Castle Buildings – Mr. Worthington was in attendance to answer any questions the PRA Board may have on the pre-fabricated building design for PRA's Booster Station project.

**CORRESPONDENCE:**

- a) Resignation Letter from Robert Wasson - The Manager presented a copy of a letter from Robert Wasson to Perkasio Borough informing them of Mr. Wasson's resignation from the PRA Board.
- b) Letter from Senator Santarsiero - The Manager presented the Board with a copy of the letter from Senator Santarsiero to the PA Department of Community and Economic Development in support of PRA's application for a DCED grant.
- c) Thank You from Fitzpatrick Family - The Manager presented the Board with a thank you card from the Fitzpatrick Family for the flowers sent to Michael Fitzpatrick's funeral services.

**PWTA:**

- a) Minutes from the December 2019 meeting
- b) December 2019 flow reports

**FINANCIAL INFORMATION:**

- a) Balance Sheet for January 2020
- b) Profit and Loss Budget Overview Reports for January 2020
- c) Statement of Trust Funds – January 2020
- d) Revenue Fund Requisition Number 541 in the amount of \$149,771.70.
- e) Construction Fund Requisition Number 70 through 72 in the amount of \$40,408.50.
- f) Project Summaries
- g) Developer Escrow Releases & Summaries

Upon motion by Horn, seconded by Algeo, the Financial Report and the List of Bills – Items d) through g) were unanimously approved.

### **OPERATIONS REPORT:**

- a) Activity Report
- b) Average production by month for January 2020
- c) Precipitation Report for January 2020
- d) Water Production Reports for January 2020
- e) Sewer truck reports
- f) Vehicle/Equipment List
- g) 2019 Operations Summary
- h) 2020 Operations Summary

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

### **SOLICITOR'S REPORT:**

- a) Open Project Updates –The Solicitor stated that he has been working on upcoming developer agreements that should be completed soon.

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

### **ENGINEER'S REPORT:**

- a) Booster Station – The Engineer stated that they received land development approval from East Rockhill Township and are waiting for approval on the application for a revised Water Supply Permit to the DEP. In addition, the Engineer requested the Board make a motion to go out to bid for this project on March 6, 2020 to allow for better bid prices in the beginning of the year.  
**See Official Board Action**
- b) Green Ridge Estates - The Engineer stated they received revised plans from the developer.
- c) Spruce Street Townhomes – The Engineer stated they received plans from the developer.
- d) Constitution Square - The Engineer stated that this project is now moving forward and has been updated from the old plan of 144 properties to 49 properties and this change was approved by the DEP, which will allow the original additional EDU's (a total of 95) to be returned to PRA's available EDUs.

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

### **MANAGER'S REPORT:**

- a) 2020 Water/Sewer Rates – The Manager requested the Board retroactively make the 2020 Water/Sewer Rates effective on January 2, 2020.  
**See Official Board Action**
- b) Officer's Certificate for US Bank (Trustee) – The Manager presented the Board with the Officer's Certificate for US Bank (Trustee) for signature.
- c) Booster Station Building – This was discussed under the Engineer's Report.
- d) Perkasio Borough Snow Removal Agreement for 2020-2021 - The Manager presented the Board with the Perkasio Borough Snow Removal Agreement for 2020-2021 for approval.  
**See Official Board Action**
- e) Engagement of Marcum LLP for 2019 Audit - The Manager presented the Board with the Engagement of Marcum LLP for 2019 Audit for approval.  
**See Official Board Action**
- f) 2019 CCR – The Manager presented the Board with the 2019 CCR for approval. The Board approved the 2019 CCR and directed the Manager to distribute the 2019 CCR as required.

Upon motion by Algeo, 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 518 Waltham Lane, account 6894/0377, the sewer charges for a an outside faucet that was left on and has now been disassembled in the amount of \$105.70.

Upon motion by Watt, seconded by Algeo, the Board unanimously approved and directed Andersen Engineering to advertise for bids for the Booster Station project on March 6, 2020.

Upon motion by Watt, seconded by Horn, the Board unanimously approved to retroactively make the 2020 Water/Sewer Rates effective on January 2, 2020.

Upon motion by Watt, seconded by Algeo, the Board unanimously approved the Perkasio Borough Snow Removal Agreement for 2020-2021.

Upon motion by Watt, seconded by Horn, the Board unanimously approved the Engagement of Marcum LLP for 2019 Audit.

**UNFINISHED BUSINESS/NEW BUSINESS:**

None this meeting.

**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 7:46 p.m.

Respectfully Submitted,

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Patricia Fluck, Recording Secretary

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David Bedillion, Secretary