

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING**

November 8, 2023– 7:00 P.M.

A G E N D A

- I. CALL TO ORDER - Chairman**
- II. CALL OF THE ROLL**
- III. PLEDGE TO THE FLAG**
- IV. REVIEW AND APPROVE MINUTES of October 11, 2023**
- V. VISITORS:**
 - A. Confirmed Appointments:**
 - B. From the Floor:**
- VI. FINANCIAL REPORT:**
 - A. Bills List 11/2023 in the amount of \$267,372.69**
 - 1. Checks – \$235,435.97**
 - 2. Payroll and Pension Transfers – \$32,728.72**
 - 3. Checks signed before Meeting – \$792.00**
 - B. Income Statement and Summary**
 - C. Bank Statements**
 - D. Inter Account Transfers**
- VII. MANAGEMENT REPORT**
 - A. ADMINISTRATION**
 - 1. Report of Delinquent Accounts: There were Sixty-Four (64) Shut Off letters sent in the month of October totaling \$31,322.40. The total amount collected was \$21,224.07. Fifty-One (51) customers paid in full. Thirteen (13) customers made a partial payment and agreed to a payment plan.**
 - 2. Constellation Electric Rates**
 - 3. 2024 Draft Budget**
 - B. WATER DEPARTMENT**
 - 1. Water production – October**
 - a. 302,157 GPD**
 - b. 198,049 Wells**
 - c. 148,288 Interconnections**
 - 2. Operations Update**
 - 3. Flushing Completed**
 - C. SEWER DEPARTMENT**
 - 1. Discharge Monitoring Report**
 - a. September – Daily Average Flow 0.1552**
 - b. September – Total Monthly Flow 4.6546**
 - 2. Operations Update**
- VIII. BOROUGH OPERATIONS**
 - A. Borough Operations – October**
 - 1. Emptied trash at trailhead and pavilion**
- IX. ENGINEERING REPORT: Refer to enclosed written report.**
 - A. Authority**
 - 1. See Written Report**
 - 2. Water Grant**

X. SOLICITOR'S REPORT:

A. Authority

1. Baghurst – Tapping Fees Action Needed

XI. CHAIRMAN'S MINUTE:

A. Announcements

XII. ADJOURN:

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ROLL CALL:

The Regular meeting of the Schwenksville Borough Authority was called to order at Schwenksville Borough Hall, 300 Main St, Schwenksville at 7:00 PM by Vice Chairman Thomas Slater.

ROLL CALL:

In addition to Vice Chairman Slater, other members present were Treasurer Brian Pippert, Secretary Brian Corbin and Secretary Treasurer Darren Rash. Chairman Markley was excused from attendance.

Also, attending at the invitation of the Board were, Frederick Ebert, P.E., President of Ebert Engineering, Inc., Consulting Engineer to the Authority; Matt Hoover, representing the Authority's Solicitor's firm of Grim, Biehn & Thatcher; John Scully, of Private Utility Enterprises, Inc., Management Consultant to the Authority.

MINUTES:

Vice Chairman Slater then presented the minutes of October 11, 2023 and asked for approval when, Mr. Pippert moved and Mr. Corbin seconded, accepting the Board of Director's meeting minutes of October 11, 2023 by a 4-0 vote.

VISITORS:

Confirmed Appointments –.

FINANCIAL REPORT:

The Board then reviewed Bill List 11/2023 in the amount of \$267,372.69. The Board reviewed checks to be signed in the amount of \$235,435.97. In addition, payroll, and pension transfers in the amount of \$32,728.72. Total Financial transaction of \$108,507.88 which summary is as follows:

Checks at meeting	\$ 235,435.97
Payroll, Pension & Other Transfers	\$ 32,728.72
Checks Paid Before Meeting	\$ 792.00
Total Transfers and Checks	<u>\$ 267,372.69</u>

Accordingly, Mr. Corbin made a motion to approve Bill List 11/2023 in the amount of \$267,372.69, seconded by Mr. Rash and approved by the Board 4-0.

The Board generally reviewed the financial reports as well as the income statement and summary.

MANAGEMENT REPORT:

Administration:

1. Report of Delinquent Accounts - There were Sixty-Four (64) Shut Off letters sent in the month of October totaling \$31,322.40. The total amount collected was \$21,224.07. Fifty-One (51) customers paid in full. Thirteen (13) customers made a partial payment and agreed to a payment plan.

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2. Constellation Electric Rates – Mr. Scully reviewed the Electric Auction results with the Board. The rates were locked in for a 4-year term at .07236/kwh.
3. 2024 Budget - Mr. Scully provided the 2024 Draft Budget with the Board for review.

Water Department:

- A. Management reported 302,157 gallons per day water usage for the month of October 2023. Authority wells produced 198,049 gallons per day and 148,288 gallons per day were taken from the interconnections.

Sewer Department:

- A. Management reported on September 2023 flows of a daily average flow of 0.0.1552 MGD and a total flow of 4,6546 million gallons for the month.

BOROUGH OPERATIONS:

- A. Borough Operations – October
 1. Empty trash in Pavilion and at Trailhead.

ENGINEER’S REPORT:

Mr. Ebert reviewed the Engineer’s Report with the Board. The H2O Grant will be granted in November.

SOLICITOR’S REPORT:

Mr. Hoover reviewed the Solicitor’s Report with the Board.

A. Baghurst – Mr. Hoover provided an update to the Board. Mr. Grimm will be contacting the EPA via letter regarding the Authority’s Tapping Fees.

ADJOURNMENT:

The Board held an Executive Session on Tuesday, November 7, 2023 at 3:00 p.m. to discuss matters of potential litigation. No action was taken.

The Board recessed to an Executive Session to discuss personnel matters. No action was taken
The Board reconvened to the regular meeting.

There being no further business brought before the Board, Mr. Rash made a motion to adjourn, seconded by Mr. Pippert and approved by the Board, 4-0, adjourned at 7:35 pm.

Respectfully submitted:

Board Member