

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING
JANUARY 12, 2022– 7:00 P.M.
A G E N D A**

- I. CALL TO ORDER - Chairman**
- II. CALL OF THE ROLL**
 - A. Announcement of Board Member Appointment**
- III. PLEDGE TO THE FLAG**
- IV. DULY ADVERTISED MEETING – Chairman**
- V. REORGANIZATION – Chairman – Pro Tem**
 - A. Election of Officers**
 - 1. Chairman**
 - 2. Vice-Chairman**
 - 3. Secretary**
 - 4. Treasurer**
 - 5. Asst. Secretary/Treasurer**
 - CLOSE ELECTION**
- VI. APPOINTMENT OF PROFESSIONAL STAFF – Chairman**
 - 1. MANAGEMENT CONSULTANT – Private Utility Enterprises, Inc**
 - 2. SOLICITOR – Grim, Biehn & Thatcher**
 - 3. ENGINEER – Ebert Engineering, Inc**
 - 4. AUDITOR – Lopez, Teodosio & Larkin, LLC**
 - 5. PENSION TRUSTEE – Uninvest Bank & Trust**
- VII. REVIEW AND APPROVE MINUTES of December 8, 2021**
- VIII. VISITORS:**
 - A. Confirmed Appointments:**
 - B. From the Floor:**
- IX. FINANCIAL REPORT:**
 - A. Bills List 1/2022 in the amount of \$125,471.83**
 - 1. Checks – \$74,472.88**
 - 2. Payroll and Pension Transfers – \$40,015.59**
 - 3. Checks Signed Prior to Meeting - \$10,983.36**
 - B. Bills List 1/2022A Water Main Replacement Project in the amount of \$13,919.57**
 - 1. Checks - \$13,919.57**
 - C. Bills List 1/2022B Flood Damage Repair \$51,806.01**
 - 1. Checks – \$51,806.01**
 - D. Income Statement and Summary**
 - E. Bank Statements**
 - F. Inter Account Transfers**
- X. MANAGEMENT REPORT**
 - A. ADMINISTRATION**
 - 1. Report of Delinquent Accounts: There were Fifty-One (51) Shut Off letters sent in the month of December totaling \$35,457.71. The total amount collected was \$31,916.35. Forty-Four (44) customers paid in full. Four (4) customers made a partial payment and agreed to make monthly payments until paid in full and Six (3)**

customers were granted hardship extensions.

2. Proposed Development Updates - THP
3. Baghurst Alley/EPA- Proposed Water Main Extension – Update
4. SBA Administration Building, Lower Frederick – Update on Land Development
5. Update on Ongoing Flood Restoration Efforts
6. 2022 Borough Labor Agreement – to be signed
7. Clemmer 90A & 90B Main St – Escrow Release

B. WATER DEPARTMENT

1. Water production – December
 - a. 283,586 GPD
 - b. 197,860 Wells
 - c. 85,726 Interconnections
2. Operations Update

C. SEWER DEPARTMENT

1. Discharge Monitoring Report
 - a. November – Daily Average Flow 0.124
 - b. November – Total Monthly Flow 3.7201MG
2. Operations Update

XI. BOROUGH OPERATIONS

- A. Borough Operations – December**
1. Emptied trash at trailhead and pavilion
 2. Hooked up water & sewer to Borough job trailer
 3. Placed Plow markers out in Borough

XII. ENGINEERING REPORT: Refer to enclosed written report.

A. Authority

1. Update on On-Going Odor Control and Flood Control Evaluations

B. Water

1. Water Main Replacement Projects for 2nd and 3rd Avenues in Lower Frederick Township. – Update
2. See Written Report

C. Sewer

1. I & I – Sewer Repairs – Update

D. Developments

1. Update on Ongoing and Proposed Developments
2. Lumberyard – Update

XIII. SOLICITOR’S REPORT:

A. Authority

B. Developments

XIV. CHAIRMAN’S MINUTE:

A. Announcements

XV. ADJOURN:

- 2. Operations Update
- C. SEWER DEPARTMENT
 - 1. Discharge monitoring Report
 - a. December – Daily Average Flow 0.1114
 - b. December – Total Monthly Flow 3.4548 MG
 - 2. Operations Update

VIII. BOROUGH OPERATIONS

- A. Borough Operations – January
 - 1. Emptied trash at Trailhead and Pavilion twice in December
 - 2. Salted, plowed & shoveled Borough roads & sidewalks

IX. ENGINEERING REPORT: Refer to enclosed written report.

- A. Authority
 - 1. Update on On-Going Odor Control and Flood Control Evaluations
- B. Water
 - 1. Water Replacement Projects for 2nd & 3rd Avenues in LF Township-Update
 - 2. See Written Report
- C. Sewer
 - 1. I & I – Sewer Repairs – Update
- D. Developments
 - 1. Update on Ongoing and Proposed Developments
 - 2. Lumberyard - Update

X. SOLICITOR'S REPORT:

- A. Authority
- B. Developments

XI. CHAIRMAN'S MINUTE:

- A. Announcements

XII. ADJOURN:

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: JANUARY 12, 2022**

Solicitor - Grim, Biehn & Thatcher – Peter Nelson, Esq. motion by Mr. Rash, seconded by Mr. Pippert and passed with a 4-0 vote.

Auditor – Lopez, Teodosio & Larkin, LLC - motion by Mr. Rash, seconded by Mr. Pippert and passed with a 4-0 vote.

Pension Trustee- Univest Bank and Trust Co., motion by Mr. Rash, seconded by Mr. Pippert and passed with a 4-0 vote.

At this time, Vice Chairman Slater asked for a motion to adjourn the Reorganizational meeting and to move to the Regular Meeting, where upon Mr. Rash motioned, seconded by Mr. Pippert, and passed with a 4-0 vote.

MINUTES:

Vice Chairman Slater then presented the minutes of December 8, 2021 and asked for approval when, Mr. Pippert moved and Mr. Rash seconded, accepting the Board of Director’s meeting minutes of December 8, 2021, by a 4-0 vote.

VISITORS:

There were no visitors

FINANCIAL REPORT:

The Board then reviewed Bill List 1/2022 in the amount of \$125,471.83. The Board reviewed checks to be signed in the amount of \$74,472.88 and checks mailed prior to the meeting in the amount of \$10,983.36 for a total amount of \$67,043.91. In addition, payroll and pension transfers in the amount of \$40,377.73 3. Total Financial transaction of \$125,471.83 which summary is as follows:

Checks at meeting	\$ 74,472.88
Checks prior to meeting	<u>\$ 10,983.36</u>
	<u>\$ 85,456.24</u>
Payroll, Pension & Other Transfers	\$ 40,015.59
Total Transfers and Checks	<u>\$ 125,471.83</u>

Accordingly, Mr. Pippert made a motion to approve Bill List 1/2022 in the amount of \$125,471.83, seconded by Mr. Rash and approved by the Board 4-0.

The Board then reviewed Bill List 1/2022A in the amount of \$18,280.89. Accordingly, Mr. Pippert made a motion to approve Bill List 1/2021A, in the amount of \$18,280.99, seconded by Mr. Giunta and approved by the Board 4-0.

The Board then reviewed Bill List 1/2022B in the amount of \$51,806.01. Accordingly, Mr. Giunta made a motion to approve Bill List 1/2021B, in the amount of \$51,806.01, seconded by Mr. Pippert and approved by the Board 4-0.

The Board generally reviewed the financial reports as well as the income statement and summary. Mr. Scully noted that he answered several questions related to the bill payment list. Mr. Pippert has reviewed the bank statements and account transfers for the financial statements with the Authority Board.

MANAGEMENT REPORT:

A. Administration:

1. Report of Delinquent Accounts - There were Fifty-One (51) Shut Off letters sent in the month of December totaling \$35,457. The total amount collected was \$31,916.35. Forty-Four (44) customers paid in full. Four (4) customers made partial payment and agreed to make monthly payments until paid in full. Six (6) customers were granted hardship extensions.
2. Proposed Development – THP -Mr. Scully and Mr. Ebert provided an overview of the project to the Board. At this time, there is no sewer capacity available.
3. Baghurst Alley/EPA – Mr. Scully provided an update to the Board. The water main installation was started on January 10, 2022. Ebert Engineering will perform spot inspections throughout the construction.
4. SBA Administration Building – Land Development – Mr. Scully discussed options with the Board related to relocation, rebuilding and lease options. Staff is in the process of submitting an application to PEMA for relief funding. More information will be provided to the Board as it comes available.
5. Flood Restoration – Mr. Scully provided an update to the Board.
6. Clemmer 90A & 90B Main Street Escrow Release – The Board authorized the escrow release for Clemmer 90A & 90B Main Street Road Restoration escrow.

Water Department:

- A. Management reported 283,586 gallons per day water usage for the month of December 2021. Authority wells produced 197,860 gallons per day and 85,726 gallons per day were taken from the interconnection.

Sewer Department:

- A. Management reported on November 2021 flows of a daily average flow of 0.124 MGD and a total flow of 3.7201 million gallons for the month.

BOROUGH OPERATIONS:

A. Borough Operations – December

1. Empty trash in Pavilion and at Trailhead twice in December.
2. Hooked up water and sewer to Borough job trailer
3. Placed plow markers out in Borough

ENGINEER'S REPORT:

Fred Ebert, President of Ebert Engineering, Inc., the Authority's Consulting Engineer, previously filed a written report on Authority Projects, which has been included in this meeting's packet. Mr. Ebert then provided an overview of the projects that have been prioritized.

1. Plant Odor Control and Flood Control Evaluation – Mr. Ebert provided an update to the Board.
2. Water Main Replacement Projects for 2nd & 3rd Avenue – Mr. Ebert provided an update to the Board. The Project is substantially complete. The payment for substantial completion will be submitted for Board review at the February

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: JANUARY 12, 2022**

4

SOLICITOR'S REPORT:

Peter Nelson of Grim Biehn & Thatcher, provided a brief report to the Board.

CHAIRMAN'S MINUTE:

ADJOURNMENT:

There being no further business brought before the Board, Mr. Giunta made a motion to adjourn, seconded by Mr. Pippert and approved by the Board, 4-0, adjourned at 8:08 pm.

Respectfully submitted:

Board Member

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING
FEBRUARY 9, 2022– 7:00 P.M.
A G E N D A**

- I. CALL TO ORDER - Chairman**
- II. CALL OF THE ROLL**
 - A. Announcement of Board Member Appointment**
- III. PLEDGE TO THE FLAG**
- IV. REVIEW AND APPROVE MINUTES of January 12, 2022**
- V. VISITORS:**
 - A. Confirmed Appointments-None**
 - B. From the Floor:**
 - 1. Joe Phillips – Designs for Current Office and New Office**
- VI. FINANCIAL REPORT:**
 - A. Bills List 2/2022 in the amount of \$99,914.10**
 - 1. Checks – \$66,317.61**
 - 2. Payroll and Pension Transfers – \$32,359.21**
 - 3. Checks Signed Prior to Meeting - \$1,237.28**
 - B. Bills List 2/2022A Water Main Replacement Project in the amount of \$36,740.81**
 - 1. Checks–\$32,380.31**
 - 2. Checks Signed Prior to Meeting- \$4,360.50**
 - C. Bills List 2/2022B Flood Damage Repair \$46,216.90**
 - 1. Checks – \$38,934.90**
 - 2. Checks Signed Prior to Meeting- \$7,282.00**
 - D. Income Statement and Summary**
 - E. Bank Statements**
 - F. Inter Account Transfers**
- VII. MANAGEMENT REPORT**
 - A. ADMINISTRATION**
 - 1. Report of Delinquent Accounts: There were Sixty-Seven (67) Shut Off letters sent in the month of January totaling \$22,097.32. The total amount collected was \$17,505.99. Fifty-Nine (59) customers paid in full. Five (5) customers made a partial payment and agreed to make monthly payments moving forward until the account is paid in full and Three (3) customers were granted a hardship extension.**
 - 2. Proposed Development Updates - THP**
 - 3. Baghurst Alley/EPA- Proposed Water Main Extension – Update**
 - 4. SBA Administration Building - Update**
 - 5. Ongoing Flood Restoration Efforts - Update**
 - 6. Paperless Billing and Automatic Payment Withdrawals**
 - 7. Rita’s Water Ice – Leak/Excessive usage in November 2021**
 - 8. 103 Meng Road- Signed Lower Frederick Grinder Pump & Maintenance Agreement**
 - B. WATER DEPARTMENT**
 - 1. Water production – January**
 - a. 298,935 GPD**
 - b. 204,525 Wells**
 - c. 94,410 Interconnection**

- 2. Operations Update
- C. SEWER DEPARTMENT
 - 1. Discharge monitoring Report
 - a. December – Daily Average Flow 0.1114
 - b. December – Total Monthly Flow 3.4548 MG
 - 2. Operations Update

VIII. BOROUGH OPERATIONS

- A. Borough Operations – January
 - 1. Emptied trash at Trailhead and Pavilion twice in December
 - 2. Salted, plowed & shoveled Borough roads & sidewalks

IX. ENGINEERING REPORT: Refer to enclosed written report.

- A. Authority
 - 1. Update on On-Going Odor Control and Flood Control Evaluations
- B. Water
 - 1. Water Replacement Projects for 2nd & 3rd Avenues in LF Township-Update
 - 2. See Written Report
- C. Sewer
 - 1. I & I – Sewer Repairs – Update
- D. Developments
 - 1. Update on Ongoing and Proposed Developments
 - 2. Lumberyard - Update

X. SOLICITOR'S REPORT:

- A. Authority
- B. Developments

XI. CHAIRMAN'S MINUTE:

- A. Announcements

XII. ADJOURN:

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: FEBRUARY 9, 2022**

1

ROLL CALL:

The Regular meeting of the Schwenksville Borough Authority was called to order at Jerusalem Lutheran Church, 311 2nd St, Schwenksville at 7:00 PM by Chairman John Markley.

ROLL CALL:

In addition to Chairman Markley, other members present were Vice Chairman Thomas Slater, Treasurer Brian Pippert and Secretary Treasurer Darren Rash. Assistant Secretary Joe Giunta 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, Colby S. Grim, representing the Authority's Solicitor's firm of Grim, Biehn & Thatcher, John Scully, President of Private Utility Enterprises, Inc., Management Consultant to the Authority.

MINUTES:

Chairman Markley then presented the minutes of January 12, 2022 and asked for approval when, Mr. Pippert moved and Mr. Slater seconded, accepting the Board of Director's meeting minutes of January 12, 2022, by a 4-0 vote.

VISITORS:

Karen Sloster, Lower Frederick Township
Marla Hexter, Lower Frederick Township

Joe Phillips, Phillips and Donovan Architects, LLC.
Mr. Slater made a motion to authorize Phillips and Donovan Architects, LLC to determine cost estimates for the rehabilitation of the existing office and new office, not to exceed \$2,500, seconded by Mr. Pippert and approved by the Board 4-0.

FINANCIAL REPORT:

The Board then reviewed Bill List 2/2022 in the amount of \$99,914.10. The Board reviewed checks to be signed in the amount of \$66,317.61 and checks mailed prior to the meeting in the amount of \$1,237.28 for a total amount of \$67,554.89. In addition, payroll and pension transfers in the amount of \$32,359.21. Total Financial transaction of \$99,914.10 which summary is as follows:

Checks at meeting	\$ 66,317.61
Checks prior to meeting	\$ 1,237.28
	<u>\$ 67,554.89</u>
Payroll, Pension & Other Transfers	\$ 32,359.21
Total Transfers and Checks	<u>\$ 99,914.10</u>

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: FEBRUARY 9, 2022**

2

Accordingly, Mr. Slater made a motion to approve Bill List 2/2022 in the amount of \$99,914.10, seconded by Mr. Pippert and approved by the Board 4-0.

The Board then reviewed Bill List 2/2022A in the amount of \$36,740.81. Accordingly, Mr. Pippert made a motion to approve Bill List 2/2021A, in the amount of \$32,740.81, seconded by Mr. Rash and approved by the Board 4-0.

The Board then reviewed Bill List 2/2022B in the amount of \$46,216.90. Accordingly, Mr. Slater made a motion to approve Bill List 2/2021B, in the amount of \$46,216.90, 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. Mr. Scully noted that he answered several questions related to the bill payment list. Mr. Pippert has reviewed the bank statements and account transfers for the financial statements with the Authority Board.

MANAGEMENT REPORT:

A. Administration:

1. Report of Delinquent Accounts - There were Sixty-Seven (67) Shut Off letters sent in the month of January totaling \$22,097.32. The total amount collected was \$17,505.99. Fifty-Nine (59) customers paid in full. Five (5) customers made partial payments and agreed to make monthly payments until paid in full. Three (3) customers were granted hardship extensions.
2. Proposed Development – THP -Mr. Scully and Mr. Ebert provided an overview of the project to the Board. At this time, there is no sewer capacity available.
3. Baghurst Alley/EPA – Mr. Scully provided an update to the Board. The water main has been installed. Testing of the main will begin this week.
4. SBA Administration Building – Land Development – Mr. Scully provided an update to the Board.
5. Flood Restoration – Mr. Scully provided an update to the Board.
6. Paperless Billing and Automatic Payment Withdrawals – Mr. Scully provided an update to the Board. Staff is researching insurance to safeguard against cyber risks.
7. Rita’s Water Ice – Leak/Excessive usage November 2021 – Rita’s Water ice requested a credit on their bill due to a large leak. Mr. Scully presented to the Board the account history. Mr. Slater made a motion to make a one-time credit of 20% off the November 2021 bill as well as offering a payment plan not to exceed six months, seconded by Mr. Rash and approved by the Board 4-0.
8. 103 Meng Rd–Signed Lower Frederick Grinder Pump & Maintenance Agreement - Mr. Pippert made a motion to approve the 103 Meng Road, Grinder Pump and Maintenance Agreement, as presented, seconded by Mr. Slater and approved by the Board 4-0.

Water Department:

- A. Management reported 298,935 gallons per day water usage for the month of January 2022. Authority wells produced 204,525 gallons per day and 94,410 gallons per day were taken from the interconnection.

Sewer Department:

- A. Management reported on December 2021 flows of a daily average flow of 0.1114 MGD and a total flow of 3.4548 million gallons for the month.

BOROUGH OPERATIONS:

- A. Borough Operations – January
1. Empty trash in Pavilion and at Trailhead twice in December.
 2. Salted, plowed & shoveled Borough roads and sidewalks.

ENGINEER’S REPORT:

Fred Ebert, President of Ebert Engineering, Inc., the Authority’s Consulting Engineer, previously filed a written report on Authority Projects, which has been included in this meeting’s packet. Mr. Ebert then provided an overview of the projects that have been prioritized.

- A. Authority
1. Plant Odor Control and Flood Control Evaluation – Mr. Ebert provided an update to the Board.
- B. Water
1. Water Main Replacement Projects for 2nd & 3rd Avenue – Mr. Ebert provided and update to the Board.
 2. Authority Grant - Mr. Pippert made a motion to authorized Ebert Engineering to apply for to the Authority Grant, not to exceed \$2,000, seconded by Mr. Slater and approved by the Board 4-0.
- C. Sewer
1. I & I – Sewer Repairs – Mr. Ebert provided an update to the Board.
- D. Developments
1. Lumberyard - Mr. Ebert provided an update to the Board.

SOLICITOR’S REPORT:

Colby Grim of Grim Biehn & Thatcher, provided a brief report to the Board.

CHAIRMAN’S MINUTE:

ADJOURNMENT:

There being no further business brought before the Board, Mr. Rash made a motion to adjourn, seconded by Mr. Slater and approved by the Board, 4-0, adjourned at 9:02 pm.

Respectfully submitted:

Board Member

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING
MARCH 9, 2022– 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 February 9, 2022**
- V. VISITORS:**
 - A. Confirmed Appointments:**
 - 1. Joe Phillips- Phillips & Donovan Architects**
 - B. From the Floor:**
- VI. FINANCIAL REPORT:**
 - A. Bills List 3/2022 in the amount of \$186,980.42**
 - 1. Checks – \$148,010.76**
 - 2. Payroll and Pension Transfers – \$29,662.04**
 - 3. Checks Signed Prior to Meeting - \$9,307.62**
 - B. Bills List 3/2022A Water Main Replacement Project in the amount of \$17,909.45**
 - 1. Checks–\$267.13**
 - 2. Checks Signed Prior to Meeting- \$17,642.32**
 - C. Bills List 3/2022B Flood Damage Repair \$4,506.84**
 - 1. Checks – \$4,506.84**
 - D. Income Statement and Summary**
 - E. Bank Statements**
 - F. Inter Account Transfers**
- VII. MANAGEMENT REPORT**
 - A. ADMINISTRATION**
 - 1. Report of Delinquent Accounts: There were Forty (40) Shut Off letters sent in the month of February totaling \$11,710.27. The total amount collected was \$7,384.03. Thirty (30) customers paid in full. Seven (7) customers made a partial payment and agreed to make monthly payments moving forward until the account is paid in full and Three (3) customers did not pay and liens were filed.**
 - 3. Proposed Development Updates - THP**
 - 3. Baghurst Alley/EPA- Proposed Water Main Extension – Update**
 - 4. SBA Administration Building - Update**
 - 5. Ongoing Flood Restoration Efforts - Update**
 - 6. Paperless Billing and Automatic Payment Withdrawals**
 - B. WATER DEPARTMENT**
 - 1. Water production – February**
 - a. 305,344 GPD**
 - b. 201,100 Wells**
 - c. 104,244 Interconnection**
 - 2. Operations Update**
 - C. SEWER DEPARTMENT**
 - 1. Discharge monitoring Report**
 - a. January – Daily Average Flow 0.2242**
 - b. January – Total Monthly Flow 6.9515 MG**

2. Operations Update

VIII. BOROUGH OPERATIONS

A. Borough Operations – February

1. Emptied trash at Trailhead and Pavilion twice in December
2. Salted, plowed & shoveled Borough roads & sidewalks
3. Filled potholes on 2nd & Perkiomen Ave
4. Removed Stop Sign & Sign post on Maple Ave that was hit by vehicle

IX. ENGINEERING REPORT: Refer to enclosed written report.

A. Authority

1. Update on On-Going Odor Control and Flood Control Evaluations

B. Water

1. Water Replacement Projects for 2nd & 3rd Avenues in LF Township-Update
2. Water Allocation Report
3. See Written Report

C. Sewer

1. I & I – Sewer Repairs – Update
2. Sanitary Sewer lining Project

D. Developments

1. Update on Ongoing and Proposed Developments
2. Lumberyard - Update

X. SOLICITOR’S REPORT:

A. Authority

B. Developments- Lumberyard

XI. CHAIRMAN’S MINUTE:

A. Announcements

XII. ADJOURN:

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: MARCH 9, 2022**

1

ROLL CALL:

The Regular meeting of the Schwenksville Borough Authority was called to order at Heidelberg Church, 251 Perkiomen Ave, Schwenksville at 7:00 PM by Chairman John Markley.

ROLL CALL:

In addition to Chairman Markley, other members present were Vice Chairman Thomas Slater, Treasurer Brian Pippert and Secretary Treasurer Darren Rash.

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

MINUTES:

Chairman Markley then presented the minutes of February 9, 2022 and asked for approval when, Mr. Pippert moved and Mr. Slater seconded, accepting the Board of Director's meeting minutes of February 9, 2022, by a 3-0 vote. Mr. Rash abstained from the vote.

VISITORS:

Joe Phillips, Phillips and Donovan Architects, LLC.

SBA Administration Building – Land Development Plans - Mr. Phillips provided proposals for multiple options for the renovation of the existing Authority building. The Board reviewed the proposals in detail. Staff will provide revised numbers to the Authority Insurance company. Final plan determination will be made by the Board after the insurance company review.

Karen Slater

FINANCIAL REPORT:

The Board then reviewed Bill List 3/2022 in the amount of \$186,980.42. The Board reviewed checks to be signed in the amount of \$148,010.76 and checks mailed prior to the meeting in the amount of \$9,307.62 for a total amount of \$157,318.38. In addition, payroll and pension transfers in the amount of \$29,662.04. Total Financial transaction of \$186,980.42 which summary is as follows:

Checks at meeting	\$ 148,010.76
Checks prior to meeting	\$ 9,307.62
	\$ 157,318.38
Payroll, Pension & Other Transfers	\$ 29,662.04
Total Transfers and Checks	\$ 186,980.42

Accordingly, Mr. Pippert made a motion to approve Bill List 3/2022 in the amount of \$186,980.42, seconded by Mr. Rash and approved by the Board 4-0.

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: MARCH 9, 2022**

2

The Board then reviewed Bill List 3/2022A in the amount of \$17,909.45. Accordingly, Mr. Slater made a motion to approve Bill List 3/2022A, in the amount of \$17,909.45, seconded by Mr. Pippert and approved by the Board 4-0.

The Board then reviewed Bill List 3/2022B in the amount of \$4,506.84. Accordingly, Mr. Slater made a motion to approve Bill List 3/2022B, in the amount of \$4,506.84, 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. Mr. Scully noted that he answered several questions related to the bill payment list. Mr. Pippert has reviewed the bank statements and account transfers for the financial statements with the Authority Board.

MANAGEMENT REPORT:

Administration:

1. Report of Delinquent Accounts - There were Forty (40) Shut Off letters sent in the month of February totaling \$11,710.27. The total amount collected was \$7,384.03. Thirty (30) customers paid in full. Seven (7) customers made partial payments and agreed to make monthly payments until paid in full. Three (3) customers did not pay and liens were filed.
2. Proposed Development – THP -No new information is available on the project.
3. Baghurst Alley/EPA – Staff provided an update to the Board.
4. Flood Restoration – Mr. Scully provided an update to the Board.
5. Paperless Billing and Automatic Payment Withdrawals – Mr. Scully provided an update to the Board.

Water Department:

- A. Management reported 305,344 gallons per day water usage for the month of February 2022. Authority wells produced 201,100 gallons per day and 104,244 gallons per day were taken from the interconnection.

Sewer Department:

- A. Management reported on January 2022 flows of a daily average flow of 0.2242 MGD and a total flow of 6.9515 million gallons for the month.

BOROUGH OPERATIONS:

- A. Borough Operations – February
 1. Empty trash in Pavilion and at Trailhead twice in December.
 2. Salted, plowed & shoveled Borough roads and sidewalks.
 3. Filled potholes on 2nd & Perkiomen
 4. Removed Stop Sign & Sign post on Maple Ave that was hit by vehicle

ENGINEER'S REPORT:

Fred Ebert, President of Ebert Engineering, Inc., the Authority's Consulting Engineer, previously filed a written report on Authority Projects, which has been included in this meeting's packet. Mr. Ebert then provided an overview of the projects that have been prioritized.

- A. Authority

1. Plant Odor Control and Flood Control Evaluation – Mr. Ebert provided an update to the Board.

B. Water

1. Water Main Replacement Projects for 2nd & 3rd Avenue – Mr. Ebert provided and update to the Board.
2. Water Authority Grant – Mr. Ebert provided an update to the Board.
3. Water Allocation Report – Mr. Ebert provided an update to the Board. Water loss significantly decreased in 2021 primarily due to repairs made to the water system.

C. Sewer

1. I & I – Sewer Repairs – Mr. Ebert provided an update to the Board.
2. Sanitary Sewer Lining Project – Mr. Pippert made a motion to approve the proposal for the Sanitary Sewer Lining Project in the amount of \$61,259.00, seconded by Mr. Rash and approved by the Board 4-0.

D. Developments

1. Lumberyard - Mr. Ebert provided an update to the Board.

SOLICITOR’S REPORT:

Colby Grim of Grim Biehn & Thatcher, provided a brief report to the Board.

CHAIRMAN’S MINUTE:

ADJOURNMENT:

There being no further business brought before the Board, Mr. Pippert made a motion to adjourn, seconded by Mr. Rash and approved by the Board, 4-0, adjourned at 8:29 pm.

Respectfully submitted:

Board Member

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING
APRIL 13, 2022– 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 March 9, 2022**
- V. VISITORS:**
 - A. Confirmed Appointments:**
 - B. From the Floor:**
- VI. FINANCIAL REPORT:**
 - A. Bills List 4/2022 in the amount of \$135,955.09**
 - 1. Checks – \$96,681.53**
 - 2. Payroll and Pension Transfers – \$39,020.13**
 - 3. Checks Signed Prior to Meeting - \$253.43**
 - B. Bills List 4/2022A Flood Damage Repair- \$21,591.88**
 - 1. Checks – \$18,459.88**
 - 2. Checks Signed Prior to Meeting -\$3,132.00**
 - C. Income Statement and Summary**
 - D. Bank Statements**
 - E. Inter Account Transfers**
- VII. MANAGEMENT REPORT**
 - A. ADMINISTRATION**
 - 1. Report of Delinquent Accounts: There were Fifty-Nine (59) Shut Off letters sent in the month of March totaling \$31, 473.14. The total amount collected was \$30,731.99. Fifty-Four (54) customers paid in full. Four (4) customers made a partial payment and agreed to make monthly payments moving forward until the account is paid in full and One (1) customer did not pay and a lien was filed.**
 - 2. Proposed Development Updates - THP**
 - 3. Baghurst Alley/EPA- Proposed Water Main Extension – Update**
 - 4. SBA Administration Building - Update**
 - 5. Ongoing Flood Restoration Efforts - Update**
 - 6. Paperless Billing and Automatic Payment Withdrawals**
 - 7. Hydrant Flushing – Sunday, April 24th – Friday, April 29th**
 - 8. Univest Pension Statement – 1st Quarter**
 - B. WATER DEPARTMENT**
 - 1. Water production – March**
 - a. 296,679 GPD**
 - b. 207,632 Wells**
 - c. 89,047 Interconnection**
 - 2. Operations Update**
 - C. SEWER DEPARTMENT**
 - 1. Discharge monitoring Report**
 - a. February – Daily Average Flow 0.2749**

- b. February – Total Monthly Flow 7.6967 MG
- 2. Operations Update

VIII. BOROUGH OPERATIONS

- A. Borough Operations – March
 - 1. Emptied trash at Trailhead and Pavilion
 - 2. Filled potholes on Library Alley & Centennial
 - 3. Salted Borough roads
 - 4. Moved picnic tables back to the pavilion using backhoe
 - 5. Collected & emptied Borough salt barrels & placed in storage
 - 6. Removed debris from Centennial St culvert & storm pipe crossing Centennial
 - 7. Removed downed tree limb from Boulevard Ave

IX. ENGINEERING REPORT: Refer to enclosed written report.

- A. Authority
 - 1. Update on On-Going Odor Control and Flood Control Evaluations
- B. Water
 - 1. Water Replacement Projects for 2nd & 3rd Avenues in LF Township-Update
 - 2. Water Allocation Report
 - 3. See Written Report
- C. Sewer
 - 1. I & I – Sewer Repairs – Update
 - 2. Sanitary Sewer lining Project
- D. Developments
 - 1. Update on Ongoing and Proposed Developments
 - 2. Lumberyard - Update

X. SOLICITOR'S REPORT:

- A. Authority
- B. Developments- Lumberyard

XI. CHAIRMAN'S MINUTE:

- A. Announcements

XII. ADJOURN:

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: APRIL 13, 2022**

1

ROLL CALL:

The Regular meeting of the Schwenksville Borough Authority was called to order at Heidelberg Church, 251 Perkiomen Ave, Schwenksville at 7:00 PM by Chairman John Markley.

ROLL CALL:

In addition to Chairman Markley, other members present were Vice Chairman Thomas Slater, Treasurer Brian Pippert, Secretary Treasurer Darren Rash and Assistant Secretary Brian Corbin.

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

MINUTES:

Chairman Markley then presented the minutes of March 9, 2022 and asked for approval when, Mr. Pippert moved and Mr. Slater seconded, accepting the Board of Director's meeting minutes of March 9, 2022, by a 5-0 vote.

VISITORS:

Karen Slater
Marla Hexter
Leanne Miller – Lumberyard

FINANCIAL REPORT:

The Board then reviewed Bill List 4/2022 in the amount of \$135,955.09. The Board reviewed checks to be signed in the amount of \$96,681.53 and checks mailed prior to the meeting in the amount of \$253.43 In addition, payroll and pension transfers in the amount of \$39,020.13. Total Financial transaction of \$135,955.09 which summary is as follows:

Checks at meeting	\$ 96,681.53
Checks prior to meeting	\$ <u>253.43</u>
	\$ 96,934.96
Payroll, Pension & Other Transfers	\$ 39,020.13
Total Transfers and Checks	<u>\$ 135,955.09</u>

Accordingly, Mr. Pippert made a motion to approve Bill List 4/2022 in the amount of \$135,955.09, seconded by Mr. Slater and approved by the Board 5-0.

The Board then reviewed Bill List 4/2022A in the amount of \$21,591.88. The Board reviewed checks to be signed in the amount of \$18,459.88 and checks mailed prior to the meeting in the amount of \$3,132.00. Accordingly, Mr. Slater made a motion to approve Bill List 4/2022A, in the amount of \$21,591.88, seconded by Mr. Pippert and approved by the Board 5-0.

The Board generally reviewed the financial reports as well as the income statement and summary. Mr. Scully noted that he answered several questions related to the bill payment list. Mr.

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: APRIL 13, 2022**

2

Pippert has reviewed the bank statements and account transfers for the financial statements with the Authority Board.

MANAGEMENT REPORT:

Administration:

1. Report of Delinquent Accounts - There were Fifty-Nine (59) Shut Off letters sent in the month of March totaling \$31,473.14. The total amount collected was \$30,731.99. Fifty-Four (54) customers paid in full. Four (4) customers made partial payments and agreed to make monthly payments until paid in full. One (1) customer did not pay and a lien was filed.
2. Proposed Development – THP -No new information is available on the project.
3. Baghurst Alley/EPA – Staff provided an update to the Board.
4. SBA Administrative Building – Mr. Scully provided an update to the Board. Mr. Rash made a motion to authorize staff to bid the restoration of the administration building to the original state, seconded by Mr. Slater and approved by the Board 5-0.
5. Flood Restorations – Mr. Scully provided an update to the Board.
6. Paperless Billing and Automatic Payment Withdrawals – Mr. Scully provided an update to the Board. DVIT has confirmed that the Authority is insured for cyber theft. Mr. Pippert made a motion to authorize staff to initiate paperless billing as proposed, seconded by Mr. Slater and approved by the Board 5-0.
7. Hydrant Flushing – Hydrant flushing will take place from April 24th to April 29th.

Water Department:

- A. Management reported 396,679 gallons per day water usage for the month of March 2022. Authority wells produced 207,632 gallons per day and 89,047 gallons per day were taken from the interconnection.

Sewer Department:

- A. Management reported on February 2022 flows of a daily average flow of 0.2749 MGD and a total flow of 7.6967 million gallons for the month.

BOROUGH OPERATIONS:

- A. Borough Operations – March
 1. Empty trash in Pavilion and at Trailhead twice in March.
 2. Salted Borough roads and sidewalks
 3. Filled potholes on Library Alley & Centennial St using backhoe
 4. Moved picnic tables from SBA yard to pavilion using backhoe
 5. Removed debris from Centennial St culvert & storm pipe @ Centennial & 2nd
 6. Removed downed tree limb from Boulevard Ave

ENGINEER'S REPORT:

Fred Ebert, President of Ebert Engineering, Inc., the Authority's Consulting Engineer, previously filed a written report on Authority Projects, which has been included in this meeting's packet. Mr. Ebert then provided an overview of the projects that have been prioritized.

- A. Authority
 - 1. Plant Odor Control and Flood Control Evaluation – Mr. Ebert provided an update to the Board.
- B. Water
 - 1. Water Main Replacement Projects for 2nd & 3rd Avenue – Mr. Ebert provided and update to the Board.
 - 2. Water Allocation Report – Mr. Ebert provided an update to the Board.
- C. Sewer
 - 1. I & I – Sewer Repairs – Mr. Ebert provided an update to the Board.
 - 2. Sanitary Sewer Lining Project – Mr. Ebert provided an update to the Board.
- D. Developments
 - 1. Lumberyard - Mr. Ebert provided an update to the Board.
 - 2. Sludge Contract - Mr. Pippert made a motion to approve the 3-Year HydroTech Sludge Contract in the amount of \$111,295.80, pending the solicitor's review seconded by Mr. Rash and approved by the Board 5-0.

SOLICITOR'S REPORT:

Frank D'Amore of Grim Biehn & Thatcher, provided a brief report to the Board.

Lumberyard – Leanne Miller, Staff and Professionals provided a detailed review of the project and preliminary plans.

Mr. Slater made a motion to approve the Improvement Agreement, pending solicitor review, seconded by Mr. Pippert and approved by the Board 5-0.

Mr. Rash made a motion to approve the Service Agreement, pending solicitor review, seconded by Mr. Slater and approved by the Board 5-0.

CHAIRMAN'S MINUTE:

ADJOURNMENT:

There being no further business brought before the Board, Mr. Pippert made a motion to adjourn, seconded by Mr. Rash and approved by the Board, 5-0, adjourned at 9:01 pm.

Respectfully submitted:

Board Member

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING
May 11, 2022– 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 April 13, 2022**
- V. VISITORS:**
 - A. Confirmed Appointments:**
 - B. From the Floor:**
- VI. FINANCIAL REPORT:**
 - A. Bills List 5/2022 in the amount of \$98,235.81**
 - 1. Checks – \$67,040.22**
 - 2. Payroll and Pension Transfers – \$30,592.99**
 - 3. Checks Signed Prior to Meeting - \$240.00**
 - B. Bills List 5/2022A Flood Damage Repair- \$9,555.00**
 - 1. Checks – \$9,555.00**
 - C. Income Statement and Summary**
 - D. Bank Statements**
 - E. Inter Account Transfers**
- VII. MANAGEMENT REPORT**
 - A. ADMINISTRATION**
 - 1. Report of Delinquent Accounts: There were Thirty-Seven (37) Shut Off letters sent in the month of April totaling \$8,960.57. The total amount collected was \$9,008.05. Thirty-Two (32) customers paid in full and Five (5) customers made a partial payment and agreed to make monthly payments moving forward until the account is paid in full.**
 - 2. Proposed Development Updates - THP**
 - 3. Baghurst Alley/EPA- Proposed Water Main Extension – Update**
 - 4. SBA Administration Building - Update**
 - 5. Ongoing Flood Restoration Efforts - Update**
 - 6. Paperless Billing and Automatic Payment Withdrawals**
 - 7. Water Service Agreements**
 - a. 10 2nd Ave, Lower Frederick**
 - b. 974 Gravel Pike**
 - B. WATER DEPARTMENT**
 - 1. Water production – April**
 - a. 274,493 GPD**
 - b. 175,354 Wells**
 - c. 151,722 Interconnection**
 - 2. Operations Update – DEP Inspection**
 - C. SEWER DEPARTMENT**
 - 1. Discharge monitoring Report**
 - a. March – Daily Average Flow 0.20031**

- b. March– Total Monthly Flow 6.20952 MG
- 2. Operations Update

VIII. BOROUGH OPERATIONS

- A. Borough Operations – April
 1. Emptied trash at Trailhead and Pavilion
 2. Filled potholes on Mountainview & cleaned roadway
 3. Moved picnic tables back to the pavilion using backhoe
 4. Reinstalled pole & street sign on Perkiomen & 4th St
 5. Secured new 4” cleanout cap in place @ Borough Hall
 6. Picked up sticks & debris and brought to Barnside Farm Compost

IX. ENGINEERING REPORT: Refer to enclosed written report.

- A. Authority
 1. Update on On-Going Odor Control and Flood Control Evaluations
- B. Water
 1. Water Replacement Projects for 2nd & 3rd Avenues in LF Township-Update
 2. Water Allocation Report
 3. See Written Report
- C. Sewer
 1. I & I – Sewer Repairs – Update
 2. Sanitary Sewer lining Project
 3. Sludge Hauling Contract
- D. Developments
 1. Update on Ongoing and Proposed Developments
 2. Lumberyard - Update

X. SOLICITOR’S REPORT:

- A. Authority
- B. Developments- Lumberyard and Centennial Apartments

XI. CHAIRMAN’S MINUTE:

- A. Announcements

XII. ADJOURN:

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: MAY 11, 2022**

1

ROLL CALL:

The Regular meeting of the Schwenksville Borough Authority was called to order at Heidelberg Church, 251 Perkiomen Ave, Schwenksville at 7:00 PM by Chairman John Markley.

ROLL CALL:

In addition to Chairman Markley, other members present were Vice Chairman Thomas Slater, Treasurer Brian Pippert, Secretary Treasurer Darren Rash and Assistant Secretary Brian Corbin.

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

MINUTES:

Chairman Markley then presented the minutes of April 13, 2022 and asked for approval when, Mr. Pippert moved and Mr. Slater seconded, accepting the Board of Director's meeting minutes of April 13, 2022, by a 5-0 vote.

VISITORS:

Karen Slater
Chris Melville

FINANCIAL REPORT:

The Board then reviewed Bill List 5/2022 in the amount of \$98,235.81. The Board reviewed checks to be signed in the amount of \$67,040.22 and checks mailed prior to the meeting in the amount of \$240.00 In addition, payroll and pension transfers in the amount of \$30,955.59. Total Financial transaction of \$98,235.81 which summary is as follows:

Checks at meeting	\$ 67,040.22
Checks prior to meeting	\$ 240.00
	<u>\$ 67,280.22</u>
Payroll, Pension & Other Transfers	\$ 30,955.59
Total Transfers and Checks	<u>\$ 98,235.81</u>

Accordingly, Mr. Pippert made a motion to approve Bill List 5/2022 in the amount of \$98,235.81, seconded by Mr. Rash and approved by the Board 5-0.

The Board then reviewed Bill List 5/2022A in the amount of \$9,555.00. The Board reviewed checks to be signed in the amount of \$9,555.00. Accordingly, Mr. Slater made a motion to approve Bill List 5/2022A, in the amount of \$9,555.00, seconded by Mr. Rash and approved by the Board 5-0.

The Board generally reviewed the financial reports as well as the income statement and summary. Mr. Scully noted that he answered several questions related to the bill payment list. Mr. Pippert has reviewed the bank statements and account transfers for the financial statements with the Authority Board. The 2021 Audit is in the final stages with a presentation of the Draft Financials at the June 2022 meeting.

MANAGEMENT REPORT:

Administration:

1. Report of Delinquent Accounts - There were Thirty-Seven (37) Shut Off letters sent in the month of April totaling \$8,960.57. The total amount collected was \$9,008.05. Thirty-Two (32) customers paid in full. Five (5) customers made partial payments and agreed to make monthly payments until paid in full.
2. Proposed Development – THP -No new information is available on the project.
3. Baghurst Alley/EPA – Mr. Scully provided an update to the Board and reviewed the current rate schedule. A detailed accounting will be provided to the Board for review at the next Authority meeting.
4. SBA Administrative Building – Staff provided an update to the Board.
5. Flood Restorations – Mr. Scully provided an update to the Board.
6. Paperless Billing and Automatic Payment Withdrawals – Mr. Scully provided an update to the Board.
7. Water Service Agreements –
 - a. 10 2nd Ave, Lower Frederick (1 EDU)- Mr. Pippert made a motion to approve the Water Service Agreement (1-EDU) for the property located at 10 2nd Ave, Lower Frederick, seconded by Mr. Slater and approved by the Board 5-0.
 - b. 974 Gravel Pike (1 EDU) - Mr. Slater made a motion to approve the Water Service Agreement (1-EDU) for the property located at 974 Gravel Pike, seconded by Mr. Rash and approved by the Board 5-0.

Water Department:

- A. Management reported 274,493 gallons per day water usage for the month of April 2022. Authority wells produced 175,354 gallons per day and 151,722 gallons per day were taken from the interconnection.

Sewer Department:

- A. Management reported on March 2022 flows of a daily average flow of 0.20031 MGD and a total flow of 6.20952 million gallons for the month.

BOROUGH OPERATIONS:

- A. Borough Operations – April
 1. Empty trash in Pavilion and at Trailhead twice in April.
 2. Filled potholes on Mountainview & cleaned roadway
 3. Moved picnic tables from SBA yard to pavilion using backhoe
 4. Reinstalled pole & street sign on Perkiomen Ave & 4th St
 5. Secured new 4” cleanout cap in place at Borough Hall
 6. Picked up sticks & debris and brought to Barnside Farm Compost

ENGINEER’S REPORT:

Fred Ebert, President of Ebert Engineering, Inc., the Authority’s Consulting Engineer, previously filed a written report on Authority Projects, which has been included in this meeting’s packet. Mr. Ebert then provided an overview of the projects that have been prioritized.

A. Authority

1. Plant Odor Control and Flood Control Evaluation – Mr. Ebert provided an update to the Board.
 - i. Tree Removal-Tree removal on the berm will begin the week of May 16, 2022. Mr. Pippert made a motion to approve the lowest bid amount, contract with McCalley Tree Service, in the amount of \$10,795.00 for tree removal on the berm, seconded by Mr. Slater and approved by the Board 5-0.
 - ii. Berm Restoration – The Authority bid the Berm restoration. The bid documents state that the Authority will purchase and deliver the cinderblocks for the retaining wall. Mr. Slater made a motion to approve the lowest bid from Passerini Construction, in the amount of \$19,050.00 for berm restoration as specified in the bid documents, seconded by Mr. Corbin and approved by the Board 5-0.
 - iii. Berm Restoration –Mr. Pippert made a motion to approve the purchase and delivery of the cinderblocks, not to exceed \$5,000.00 for berm restoration, seconded by Mr. Slater and approved by the Board 5-0.

B. Water

1. Water Main Replacement Projects for 2nd & 3rd Avenue – Mr. Ebert provided and update to the Board.
2. Water Allocation Report – Mr. Ebert provided an update to the Board.

C. Sewer

1. I & I – Sewer Repairs – Mr. Ebert provided an update to the Board.
2. Sanitary Sewer Lining Project – Mr. Ebert provided an update to the Board.

D. Developments

1. Lumberyard - Mr. Ebert provided an update to the Board.

SOLICITOR’S REPORT:

Coly Grim of Grim Biehn & Thatcher, provided a brief report to the Board.

Lumberyard – Mr. Grim provided an update to the Board.

Centennial Apartments – Mr. Grim provided an update to the Board.

CHAIRMAN’S MINUTE:

ADJOURNMENT:

There being no further business brought before the Board, Mr. Rash made a motion to adjourn, seconded by Mr. Corbin and approved by the Board, 5-0, adjourned at 7:55 pm.

Respectfully submitted:

Board Member

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING
June 8, 2022– 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 May 11, 2022**
- V. VISITORS:**
 - A. Confirmed Appointments:**
 - 1. Peter Place, Lopez, Teodosio & Larkin LLC – Presentation of the 2021 Audited Financial Statement**
 - B. From the Floor:**
- VI. FINANCIAL REPORT:**
 - A. Bills List 6/2022 in the amount of \$126,576.41**
 - 1. Checks – \$95,822.36**
 - 2. Payroll and Pension Transfers – \$30,704.05**
 - 3. Checks Signed Prior to Meeting - \$50.00**
 - B. Bills List 6/2022A Flood Damage Repair- \$13,927.00**
 - 1. Checks – \$13,927.00**
 - C. Income Statement and Summary**
 - D. Bank Statements**
 - E. Inter Account Transfers**
- VII. MANAGEMENT REPORT**
 - A. ADMINISTRATION**
 - 1. Report of Delinquent Accounts: There were Fifty-Five (55) Shut Off letters sent in the month of May totaling \$36,236.75. The total amount collected was \$43,234.32. Forty-Nine (49) customers paid in full and Five (5) customers made a partial payment and One (1) Customer did not pay and a Final Termination letter was sent**
 - 2. Proposed Development Updates - THP**
 - 3. Baghurst Alley/EPA- Budget**
 - 4. SBA Administration Building - Update**
 - 5. Ongoing Flood Restoration Efforts – Update**
 - 6. Designation of Agent Resolution- PEMA**
 - 7. Paperless Billing and Automatic Payment Withdrawals**
 - 8. Church Donation for meeting space**
 - B. WATER DEPARTMENT**
 - 1. Water production – May**
 - a. 278,063 GPD**
 - b. 192,475 Wells**
 - c. 85,588 Interconnection**
 - 2. Operations Update – DEP Inspection**
 - C. SEWER DEPARTMENT**
 - 1. Discharge monitoring Report**
 - a. April – Daily Average Flow 0.3125**

- b. April– Total Monthly Flow 9.3738 MG
- 2. Operations Update

VIII. BOROUGH OPERATIONS

- A. Borough Operations – May
 - 1. Emptied trash at Trailhead and Pavilion
 - 2. Cleaned bricks off of Park Ave

IX. ENGINEERING REPORT: Refer to enclosed written report.

- A. Authority
 - 1. Update on On-Going Odor Control and Flood Control Evaluations
- B. Water
 - 1. See Written Report
- C. Sewer
 - 1. I & I – Sewer Repairs – Update
 - 2. Sanitary Sewer lining Project
- D. Developments
 - 1. Update on Ongoing and Proposed Developments
 - 2. Lumberyard - Update

X. SOLICITOR’S REPORT:

- A. Authority
- B. Developments- Lumberyard and Centennial Apartments

XI. CHAIRMAN’S MINUTE:

- A. Announcements

XII. ADJOURN:

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: JUNE 8, 2022**

1

ROLL CALL:

The Regular meeting of the Schwenksville Borough Authority was called to order at Jerusalem Lutheran, 300 Second St, Schwenksville at 7:00 PM by Chairman John Markley.

ROLL CALL:

In addition to Chairman Markley, other members present were Vice Chairman Thomas Slater, Treasurer Brian Pippert. Assistant Secretary Brian Corbin and Secretary Treasurer Darren Rash were excused from attendance. Mr. Pippert attended the meeting via conference call.

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

MINUTES:

Chairman Markley then presented the minutes of May 11, 2022 and asked for approval when, Mr. Slater moved and Mr. Pippert seconded, accepting the Board of Director's meeting minutes of May 11, 2022, by a 3-0 vote.

VISITORS:

A. Confirmed Appointments – Peter Place, CPA – Lopez, Teodosio & Larkin, LLC – 2020 Financial Audit Presentation

Mr. Peter Place, CPA – Lopez, Teodosio & Larkin, LLC presented the 2021 Audited Financial Statements. The Board then entered into a review and discussion of the 2021 Audited Financial Statements. Mr. Pippert moved to adopt the 2021 Audited Financial Statements as presented. Mr. Slater seconded the motion which was approved unanimously 3-0.

B. From the Floor:

Karen Slater
Chris Melville
Marla Hexter

FINANCIAL REPORT:

The Board then reviewed Bill List 6/2022 in the amount of \$126,576.41. The Board reviewed checks to be signed in the amount of \$95,822.36 and checks mailed prior to the meeting in the amount of \$50.00 In addition, payroll and pension transfers in the amount of \$30,704.05. Total Financial transaction of \$126,576.41 which summary is as follows:

Checks at meeting	\$ 95,822.36
Checks prior to meeting	\$ 50.00
	<u>\$ 95,872.36</u>
Payroll, Pension & Other Transfers	\$ 30,704.05
Total Transfers and Checks	<u>\$ 126,576.41</u>

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: JUNE 8, 2022**

2

Accordingly, Mr. Slater made a motion to approve Bill List 6/2022 in the amount of \$126,576.41, seconded by Mr. Pippert and approved by the Board 3-0.

The Board then reviewed Bill List 6/2022A in the amount of \$13,927.00. The Board reviewed checks to be signed in the amount of \$13,927.00. Accordingly, Mr. Pippert made a motion to approve Bill List 6/2022A, in the amount of \$13,927.00, seconded by Mr. Slater and approved by the Board 3-0.

The Board generally reviewed the financial reports as well as the income statement and summary. Mr. Scully noted that he answered several questions related to the bill payment list. Mr. Pippert has reviewed the bank statements and account transfers for the financial statements with the Authority Board.

MANAGEMENT REPORT:

Administration:

1. Report of Delinquent Accounts - There were Fifty-Five (55) Shut Off letters sent in the month of May totaling \$36,236.75. The total amount collected was \$43,234.32. Forty-Nine (49) customers paid in full. Five (5) customers made partial payments and agreed to make monthly payments until paid in full. One (1) customer did not pay and a Final Termination letter was sent.
2. Proposed Development – THP -No new information is available on the project.
3. Baghurst Alley/EPA – Mr. Scully provided an update to the Board.
4. SBA Administrative Building – Staff provided an update to the Board.
5. Flood Restorations – Mr. Scully provided an update to the Board. Mr. Slater made a motion to authorize the Engineer to place the Fence replacement out to bid on Pennbid, seconded by Mr. Pippert and approved by the Board 3-0.
6. Designation of Agent Resolution – PEMA - Mr. Scully provided an update to the Board.
7. Paperless Billing and Automatic Payment Withdrawals – Mr. Scully provided an update to the Board.
8. Church Donation for meeting space –Mr. Pippert made a motion to approve the donation to the church, in the amount of \$50 per meeting, for the Authority meeting space, seconded by Mr. Slater and approved by the Board 3-0.

Water Department:

- A. Management reported 274,493 gallons per day water usage for the month of May 2022. Authority wells produced 175,354 gallons per day and 151,722 gallons per day were taken from the interconnection.

Sewer Department:

- A. Management reported on April 2022 flows of a daily average flow of 0.20031 MGD and a total flow of 6.20952 million gallons for the month.

BOROUGH OPERATIONS:

- A. Borough Operations – May
 1. Empty trash in Pavilion and at Trailhead twice in April.
 2. Cleaned bricks off of Park Ave – Mr. Scully will follow-up on the work that was completed.

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: JUNE 8, 2022**

3

ENGINEER'S REPORT:

Fred Ebert, President of Ebert Engineering, Inc., the Authority's Consulting Engineer, previously filed a written report on Authority Projects, which has been included in this meeting's packet. Mr. Ebert then provided an overview of the projects that have been prioritized.

- A. Authority
 - 1. Plant Odor Control and Flood Control Evaluation – Mr. Ebert provided an update to the Board.
- B. Sewer
 - 1. I & I – Sewer Repairs – Mr. Ebert provided an update to the Board.
 - 2. Sanitary Sewer Lining Project – Mr. Ebert provided an update to the Board.
- C. Developments
 - 1. Lumberyard - Mr. Ebert provided an update to the Board.

SOLICITOR'S REPORT:

Colby Grim of Grim Biehn & Thatcher, provided a brief report to the Board.

CHAIRMAN'S MINUTE:

ADJOURNMENT:

There being no further business brought before the Board, Mr. Pippert made a motion to adjourn, seconded by Mr. Slater and approved by the Board, 3-0, adjourned at 8:18 pm.

Respectfully submitted:

Board Member

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING
July 13, 2022– 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 June 8, 2022**
- V. VISITORS:**
 - A. Confirmed Appointments:**
 - 1. Joe Phillips – Office Repair Bid**
 - B. From the Floor:**
- VI. FINANCIAL REPORT:**
 - A. Bills List 7/2022 in the amount of \$127,553.17**
 - 1. Checks – \$91,194.85**
 - 2. Payroll and Pension Transfers – \$36,357.32**
 - B. Bills List 7/2022A Flood Damage Repair- \$18,569.94**
 - 1. Checks – \$18,569.94**
 - C. Income Statement and Summary**
 - D. Bank Statements**
 - E. Inter Account Transfers**
- VII. MANAGEMENT REPORT**
 - A. ADMINISTRATION**
 - 1. Report of Delinquent Accounts: There were Forty (40) Shut Off letters sent in the month of June totaling \$11,242.96. The total amount collected was \$8,712.27. Thirty-One (31) customers paid in full and Eight (8) customers made a partial payment and One (1) Customer was granted a hardship extension.**
 - 2. Proposed Development Updates - THP**
 - 3. Baghurst Alley/EPA- Budget and Update**
 - 4. SBA Administration Building - Update**
 - 5. Ongoing Flood Restoration Efforts – Update**
 - 6. Paperless Billing and Automatic Payment Withdrawals**
 - 7. Hire Replacement for Employee Leaving**
 - 8. Professional Service Agreements-**
 - a. 117 3rd Ave-LF**
 - b. 106 2nd Ave- LF**
 - 9. Water & Sewer Agreements**
 - a. 131 4th Street**
 - B. WATER DEPARTMENT**
 - 1. Water production – June**
 - a. 274,232 GPD**
 - b. 191,455 Wells**
 - c. 82,776 Interconnection**

C. SEWER DEPARTMENT

- 1. Discharge monitoring Report**
 - a. May – Daily Average Flow 0.2614**
 - b. May– Total Monthly Flow 8.1039 MG**
- 2. Operations Update**

VIII. BOROUGH OPERATIONS

- A. Borough Operations – June**
 - 1. Emptied trash at Trailhead and Pavilion**
 - 2. Prep & clean up detail for Concert in the Meadow**
 - 3. Take yard waste to Barnside Compost for Borough**

IX. ENGINEERING REPORT: Refer to enclosed written report.

- A. Authority**
 - 1. Update on On-Going Odor Control and Flood Control Evaluations**
- B. Water**
 - 1. See Written Report**
- C. Sewer**
 - 1. I & I – Sewer Repairs – Update**
 - 2. Sanitary Sewer lining Project**
- D. Developments**
 - 1. Update on Ongoing and Proposed Developments**
 - 2. Lumberyard - Update**

X. SOLICITOR’S REPORT:

- A. Authority**
- B. Developments- Lumberyard and Centennial Apartments**

XI. CHAIRMAN’S MINUTE:

- A. Announcements**

XII. ADJOURN:

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: JULY 13, 2022**

1

ROLL CALL:

The Regular meeting of the Schwenksville Borough Authority was called to order at Jerusalem Lutheran, 300 Second St, Schwenksville at 7:00 PM by Chairman John Markley.

ROLL CALL:

In addition to Chairman Markley, other members present were Vice Chairman Thomas Slater, Treasurer Brian Pippert and Secretary Treasurer Darren Rash. Assistant Secretary Brian Corbin 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; Colby Grim, representing the Authority's Solicitor's firm of Grim, Biehn & Thatcher; John Scully, President of Private Utility Enterprises, Inc., Management Consultant to the Authority.

MINUTES:

Chairman Markley then presented the minutes of June 8, 2022 and asked for approval when, Mr. Pippert moved and Mr. Slater seconded, accepting the Board of Director's meeting minutes of June 8, 2022, by a 4-0 vote.

VISITORS:

- A. Confirmed Appointments –Joe Phillips, Phillips & Donovan Architects – Mr. Phillips provided an overview to the Board. Mr. Pippert made a motion to authorize Providence Engineering the bid for the Authority office mezzanine and support wall structural analysis, in the amount of \$2,500.00, seconded by Mr. Slater and approved by the Board 4-0.

Karen Slater
Marla Hexter

FINANCIAL REPORT:

The Board then reviewed Bill List 7/2022 in the amount of \$127,552.17. The Board reviewed checks to be signed in the amount of \$91,194.85 In addition, payroll and pension transfers in the amount of \$36,357.32. Total Financial transaction of \$127,552.17 which summary is as follows:

Checks at meeting	\$ 91,194.85
Payroll, Pension & Other Transfers	\$ 36,357.32
Total Transfers and Checks	<u>\$ 127,552.17</u>

Accordingly, Mr. Slater made a motion to approve Bill List 7/2022 in the amount of \$127,552.17, seconded by Mr. Rash and approved by the Board 4-0.

The Board then reviewed Bill List 7/2022A in the amount of \$18,569.94. The Board reviewed checks to be signed in the amount of \$18,569.94. Accordingly, Mr. Pippert made a motion to approve Bill List 7/2022A, in the amount of \$18,569.94, seconded by Mr. Slater and approved by the Board 4-0.

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: JULY 13, 2022**

2

The Board generally reviewed the financial reports as well as the income statement and summary. Mr. Scully noted that he answered several questions related to the bill payment list. Mr. Pippert has reviewed the bank statements and account transfers for the financial statements with the Authority Board.

MANAGEMENT REPORT:

Administration:

1. Report of Delinquent Accounts - There were Forty (40) Shut Off letters sent in the month of June totaling \$11,242.96. The total amount collected was \$8,712.27. Thirty-one (31) customers paid in full. Eight (8) customers made partial payments and agreed to make monthly payments until paid in full. One (1) customer was granted a hardship extension
2. Proposed Development – THP -THP contacted Mr. Scully to discuss the potential project.
3. Baghurst Alley/EPA – Mr. Scully and Mr. Ebert provided an update to the Board.
4. SBA Administrative Building – Staff provided an update to the Board.
5. Flood Restorations – Mr. Scully provided an update to the Board.
6. Paperless Billing and Automatic Payment Withdrawals – Mr. Scully provided an update to the Board. The installation of paperless billing is in its final stages. It is estimated that this will be available for the September billing.
7. Employee Update – Mr. Scully provided an update to the Board.
8. Professional Service Agreements-
 - a. 117 3rd Ave-LF - Mr. Slater made a motion to approve the Professional Service Agreement for 117 3rd Street, Lower Fredrick Township, seconded by Mr. Rash and approved by the Board 4-0.
 - b. 106 2nd Ave- LF - Mr. Slater made a motion to approve the Professional Service Agreement for 206 2nd Street, Lower Fredrick Township, seconded by Mr. Rash and approved by the Board 4-0.
9. Water & Sewer Agreements-
 - a. 131 4th Street- Mr. Rash made a motion to approve the Water and Sewer Agreement for 131 4th Street, seconded by Mr. Pippert and approved by the Board 4-0.

Water Department:

- A. Management reported 274,232 gallons per day water usage for the month of June 2022. Authority wells produced 191,455 gallons per day and 82,776 gallons per day were taken from the interconnection.

Sewer Department:

- A. Management reported on May 2022 flows of a daily average flow of 0.2614 MGD and a total flow of 8.1039 million gallons for the month.

BOROUGH OPERATIONS:

- A. Borough Operations – June
 1. Empty trash in Pavilion and at Trailhead.
 2. Prep & clean up detail for Concert in the Meadow
 3. Took yard waste to Barnside Compost for Borough

ENGINEER'S REPORT:

Fred Ebert, President of Ebert Engineering, Inc., the Authority's Consulting Engineer, previously filed a written report on Authority Projects, which has been included in this meeting's packet. Mr. Ebert then provided an overview of the projects that have been prioritized.

- A. Authority
 - 1. Plant Odor Control and Flood Control Evaluation – Mr. Ebert provided an update to the Board.
- B. Sewer
 - 1. I & I – Sewer Repairs – Mr. Ebert provided an update to the Board.
 - 2. Sanitary Sewer Lining Project – Mr. Ebert provided an update to the Board.
- C. Developments
 - 1. Lumberyard - Mr. Ebert provided an update to the Board.

SOLICITOR'S REPORT:

Colby Grim of Grim Biehn & Thatcher, provided a brief report to the Board.

CHAIRMAN'S MINUTE:

ADJOURNMENT:

Mr. Rash made a motion to adjourn the meeting at 8:18 pm into executive session, seconded by Mr. Pippert and approved by the Board. No action was taken in executive session.

Respectfully submitted:

Board Member

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING
August 10, 2022– 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 July 13, 2022**
- V. VISITORS:**
 - A. Confirmed Appointments:**
 - 1. Joe Phillips – Office Repair Bid**
 - 2. THP**
 - B. From the Floor:**
- VI. FINANCIAL REPORT:**
 - A. Bills List 8/2022 in the amount of \$89,281.09**
 - 1. Checks – \$52,665.72**
 - 2. Payroll and Pension Transfers – \$32,602.10**
 - 3. Checks Signed before meeting - \$4,013.27**
 - B. Bills List 8/2022A Flood Damage Repair- \$3,132.00**
 - 1. Checks – \$3,132.00**
 - C. Income Statement and Summary**
 - D. Bank Statements**
 - E. Inter Account Transfers**
- VII. MANAGEMENT REPORT**
 - A. ADMINISTRATION**
 - 1. Report of Delinquent Accounts: There were Fifty-One (51) Shut Off letters sent in the month of July totaling \$16,623.57. The total amount collected was \$14,697.55. Forty-One (40) customers paid in full and Ten (11) customers made a partial payment.**
 - 2. Proposed Development Updates - THP**
 - 3. Baghurst Alley/EPA- Budget and Update**
 - 4. Investment Profile**
 - 5. SBA Administration Building - Update**
 - 6. Ongoing Flood Restoration Efforts – Generator Platform Proposals**
 - 7. Paperless Billing and Automatic Payment Withdrawals**
 - B. WATER DEPARTMENT**
 - 1. Water production – July**
 - a. 312,851 GPD**
 - b. 206,991 Wells**
 - c. 105,861 Interconnection**
 - 2. Lead and Copper Testing- Results**
 - C. SEWER DEPARTMENT**
 - 1. Discharge monitoring Report**
 - a. June– Daily Average Flow 0.1198**
 - b. June– Total Monthly Flow 3.5931 MG**

2. Operations Update

VIII. BOROUGH OPERATIONS

A. Borough Operations – July

1. Emptied trash at Trailhead and Pavilion
2. Prep & clean up detail for Concert in the Meadow
3. Took yard waste to Barnside Compost for Borough
4. Cleaned up & reinstalled street signs on damaged pole @ Main & Perkiomen Ave

IX. ENGINEERING REPORT: Refer to enclosed written report.

A. Authority

1. Update on On-Going Odor Control and Flood Control Evaluations

B. Water

1. See Written Report

C. Sewer

1. I & I – Sewer Repairs – Update
2. Sanitary Sewer lining Project

D. Developments

1. Update on Ongoing and Proposed Developments
2. Lumberyard - Update

X. SOLICITOR'S REPORT:

A. Authority

B. Developments- Lumberyard and Centennial Apartments

XI. CHAIRMAN'S MINUTE:

A. Announcements

XII. ADJOURN:

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: AUGUST 10, 2022**

1

ROLL CALL:

The Regular meeting of the Schwenksville Borough Authority was called to order at Jerusalem Lutheran, 311 Second St, Schwenksville at 7:00 PM by Chairman John Markley.

ROLL CALL:

In addition to Chairman Markley, other members present were Vice Chairman Thomas Slater, Treasurer Brian Pippert, Secretary Treasurer Darren Rash and Assistant Secretary Brian Corbin.

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

MINUTES:

Chairman Markley then presented the minutes of July 13, 2022 and asked for approval when, Mr. Pippert moved and Mr. Slater seconded, accepting the Board of Director's meeting minutes of July 13, 2022, by a 5-0 vote.

VISITORS:

Confirmed Appointments - none

THP -Todd Hendrix & Dean Rittenhouse– Discussed with the Board the potential sewer capacity for a new development in Lower Fredrick. Mr. Ebert advised THP that they would need to get Lower Fredrick to either change their Act 537 Plan to include the development or obtain written consent from the Lower Fredrick Board for Schwenksville to service properties. No further steps can be made by Schwenksville Authority until this step is complete.

Chris Melville
Karen Slater
Marla Hexter

FINANCIAL REPORT:

The Board then reviewed Bill List 8/2022 in the amount of \$89,281.09. The Board reviewed checks to be signed in the amount of \$52,665.72 and checks mailed prior to the meeting in the amount of \$4,013.27. In addition, payroll and pension transfers in the amount of \$32,602.10. Total Financial transaction of \$89,281.09 which summary is as follows:

Checks at meeting	\$ 52,665.72
Checks prior to meeting	\$ 4,013.27
	<u>\$ 56,678.99</u>
Payroll, Pension & Other Transfers	\$ 32,602.10
Total Transfers and Checks	<u>\$ 89,281.09</u>

Accordingly, Mr. Slater made a motion to approve Bill List 8/2022 in the amount of \$89,281.09, seconded by Mr. Pippert and approved by the Board 5-0.

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: AUGUST 10, 2022**

2

The Board then reviewed Bill List 8/2022A in the amount of \$3,132.00. The Board reviewed checks to be signed in the amount of \$3,132.00. Accordingly, Mr. Pippert made a motion to approve Bill List 8/2022A, in the amount of \$3,132.00, seconded by Mr. Slater and approved by the Board 5-0.

The Board generally reviewed the financial reports as well as the income statement and summary. Mr. Scully noted that he answered several questions related to the bill payment list. Mr. Pippert has reviewed the bank statements and account transfers for the financial statements with the Authority Board.

MANAGEMENT REPORT:

Administration:

1. Report of Delinquent Accounts - There were Fifty-One (51) Shut Off letters sent in the month of July totaling \$16,623.57. The total amount collected was \$14,697.55. Forty-one (41) customers paid in full and Ten (10) customers made partial payments and agreed to make monthly payments until paid in full.
2. Baghurst Alley- Budget and Update – Mr. Scully provided an update to the Board. Mr. Scully reviewed the proposed rate schedules for Baghurst Alley. Mr. Rash made a motion to approve the rate of \$8 per thousand gallons plus a \$20 service charge per month, seconded by Mr. Slater and approved by the Board 5-0. This rate will be reviewed annually to determine cost associated with Baghurst Alley.
3. Investment Profile – Mr. Scully provided an update to the Board.
4. SBA Administrative Building – Staff provided an update to the Board.
5. Ongoing Flood Restorations – Mr. Scully provided an update to the Board.
 - a. Generator Platform Proposals - Mr. Pippert made a motion to approve the CoStars proposal from Eastern Environmental, in the amount of \$78,000, seconded by Mr. Rash and approved by the Board 5-0.
 - b. Treatment Plant Lab Reconstruction Proposals - Mr. Pippert made a motion to approve the proposal for the reconstruction of the Lab from McLaughlin Construction, in the amount of \$12,365, seconded by Mr. Rash and approved by the Board 4-0-1. Mr. Slater abstained from the vote.
6. Paperless Billing and Automatic Payment Withdrawals – Mr. Scully provided an update to the Board.

Water Department:

- A. Management reported 312,851 gallons per day water usage for the month of July 2022. Authority wells produced 206,991 gallons per day and 105,861 gallons per day were taken from the interconnection.

Sewer Department:

- A. Management reported on June 2022 flows of a daily average flow of 0.1198 MGD and a total flow of 3.5931 million gallons for the month.

BOROUGH OPERATIONS:

- A. Borough Operations – July
 1. Empty trash in Pavilion and at Trailhead.
 2. Prep & clean up detail for Concert in the Meadow

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: AUGUST 10, 2022**

3

3. Took yard waste to Barnside Compost for Borough
4. Cleaned up & reinstalled street sign on damaged pole @ Main & Perkiomen

ENGINEER'S REPORT:

Fred Ebert, President of Ebert Engineering, Inc., the Authority's Consulting Engineer, previously filed a written report on Authority Projects, which has been included in this meeting's packet. Mr. Ebert then provided an overview of the projects that have been prioritized.

- A. Authority
 1. Plant Odor Control and Flood Control Evaluation – Mr. Ebert provided an update to the Board.
- B. Sewer
 1. I & I – Sewer Repairs – Mr. Ebert provided an update to the Board.
 2. Sanitary Sewer Lining Project – Mr. Ebert provided an update to the Board.
- C. Developments
 1. Lumberyard - Mr. Ebert provided an update to the Board.

SOLICITOR'S REPORT:

Colby Grim of Grim Biehn & Thatcher, provided a brief report to the Board.

CHAIRMAN'S MINUTE:

ADJOURNMENT:

There being no further business brought before the Board, Mr. Slater made a motion to adjourn, seconded by Mr. Corbin and approved by the Board, 5-0, adjourned at 8:10 pm.

Respectfully submitted:

Board Member

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING
September 14, 2022– 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 August 10, 2022**
- V. VISITORS:**
 - A. Confirmed Appointments:**
 - B. From the Floor:**
- VI. FINANCIAL REPORT:**
 - A. Bills List 9/2022 in the amount of \$118,002.92**
 - 1. Checks – \$68,864.12**
 - 2. Payroll and Pension Transfers – \$41,967.79**
 - 3. Checks Signed before meeting - \$7,171.01**
 - B. Bills List 9/2022A Flood Damage Repair- \$65,144.00**
 - 1. Checks – \$65,144.00**
 - C. Income Statement and Summary**
- VII. MANAGEMENT REPORT**
 - A. ADMINISTRATION**
 - 1. Report of Delinquent Accounts: There were Ninety-Four (94) Shut Off letters sent in the month of August totaling \$24,164.83. The total amount collected was \$20,405.24. Seventy-one (71) customers paid in full, Eight (8) customers made a partial payment and Fifteen (15) customers did not pay and were sent a certified shut off letter.**
 - 2. Proposed Development Updates - THP**
 - 3. Baghurst Alley/EPA- Budget and Update**
 - 4. Investment Profile**
 - 5. SBA Administration Building - Update**
 - 6. Ongoing Flood Restoration Efforts –**
 - 7. Paperless Billing and Automatic Payment Withdrawals**
 - 8. Heidelberg Church – Thank you Letter**
 - B. WATER DEPARTMENT**
 - 1. Water production – August**
 - a. 292,913 GPD**
 - b. 198,415 Wells**
 - c. 94,499 Interconnection**
 - 2. Lead and Copper Testing- Results**
 - C. SEWER DEPARTMENT**
 - 1. Discharge monitoring Report**
 - a. July– Daily Average Flow 0.1066**
 - b. July– Total Monthly Flow 3.3031 MG**
 - 2. Operations Update**

VIII. BOROUGH OPERATIONS**A. Borough Operations – August**

1. Emptied trash at Trailhead and Pavilion
2. Prep & clean up detail for Concert in the Meadow

IX. ENGINEERING REPORT: Refer to enclosed written report.**A. Authority****B. Water**

1. See Written Report

C. Sewer

1. I & I – Sewer Repairs – Update
2. Sanitary Sewer lining Project

D. Developments**X. SOLICITOR'S REPORT:****A. Authority****B. Developments****XI. CHAIRMAN'S MINUTE:****A. Announcements****XII. ADJOURN:**

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: SEPTEMBER 14, 2022**

1

ROLL CALL:

The Regular meeting of the Schwenksville Borough Authority was called to order at Jerusalem Lutheran, 311 Second St, Schwenksville at 7:00 PM by Chairman John Markley.

ROLL CALL:

In addition to Chairman Markley, other members present were Vice Chairman Thomas Slater, Treasurer Brian Pippert, Secretary Treasurer Darren Rash and Assistant Secretary Brian Corbin.

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

MINUTES:

Chairman Markley then presented the minutes of August 10, 2022 and asked for approval when, Mr. Rash moved and Mr. Slater seconded, accepting the Board of Director's meeting minutes of August 10, 2022, by a 5-0 vote.

VISITORS:

Confirmed Appointments - none

Chris Melville
Karen Slater

FINANCIAL REPORT:

The Board then reviewed Bill List 9/2022 in the amount of \$118,002.92. The Board reviewed checks to be signed in the amount of \$68,864.12 and checks mailed prior to the meeting in the amount of \$7,171.01. In addition, payroll and pension transfers in the amount of \$41,967.79. Total Financial transaction of \$118,002.92 which summary is as follows:

Checks at meeting	\$ 68,864.12
Checks prior to meeting	\$ 7,171.01
	<u>\$ 76,035.13</u>
Payroll, Pension & Other Transfers	\$ 41,967.79
Total Transfers and Checks	<u>\$ 118,002.92</u>

Accordingly, Mr. Pippert made a motion to approve Bill List 9/2022 in the amount of \$118,002.92, seconded by Mr. Corbin and approved by the Board 5-0.

The Board then reviewed Bill List 9/2022A in the amount of \$65,144.00. The Board reviewed checks to be signed in the amount of \$65,144.00. Accordingly, Mr. Rash made a motion to approve Bill List 9/2022A, in the amount of \$65,144.00, seconded by Mr. Slater and approved by the Board 5-0.

SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: SEPTEMBER 14, 2022

2

The Board generally reviewed the financial reports as well as the income statement and summary. Mr. Scully noted that he answered several questions related to the bill payment list. Mr. Pippert has reviewed the bank statements and account transfers for the financial statements with the Authority Board.

MANAGEMENT REPORT:

Administration:

1. Report of Delinquent Accounts - There were Ninety-four (94) Shut Off letters sent in the month of August totaling \$24,164.83. The total amount collected was \$20,405.24. Seventy-one (71) customers paid in full. Eight (8) customers made partial payments and agreed to make monthly payments until paid in full. Fifteen (15) made no payment and were sent a certified shut off letter.
2. Proposed Development THP – There is no update on the project.
3. Baghurst Alley- Budget and Update – Mr. Scully provided an update to the Board.
4. SBA Administrative Building – Staff provided an update to the Board. The project will be out to bid, due October 4, 2022.
5. Ongoing Flood Restorations – Mr. Scully provided an update to the Board.
6. Paperless Billing and Automatic Payment Withdrawals – Mr. Scully provided an update to the Board.

Water Department:

- A. Management reported 292,913 gallons per day water usage for the month of August 2022. Authority wells produced 198,415 gallons per day and 94,499 gallons per day were taken from the interconnection.

Sewer Department:

- A. Management reported on July 2022 flows of a daily average flow of 0.1066 MGD and a total flow of 3.3031 million gallons for the month.

BOROUGH OPERATIONS:

- A. Borough Operations – August
 1. Empty trash in Pavilion and at Trailhead.
 2. Prep & clean up detail for Concert in the Meadow

ENGINEER'S REPORT:

Fred Ebert, President of Ebert Engineering, Inc., the Authority's Consulting Engineer, previously filed a written report on Authority Projects, which has been included in this meeting's packet. Mr. Ebert then provided an overview of the projects that have been prioritized.

- A. Authority – Mr. Ebert provided an update to the Board on the Flood restoration.
- B. Sewer
 1. I & I – Sewer Repairs – Mr. Ebert provided an update to the Board.
 2. Sanitary Sewer Lining Project – Mr. Ebert provided an update to the Board.
- C. Developments – Mr. Ebert provided an update to the Board.

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: SEPTEMBER 14, 2022**

3

SOLICITOR'S REPORT:

Colby Grim of Grim Biehn & Thatcher, provided a brief report to the Board.

CHAIRMAN'S MINUTE:

ADJOURNMENT:

There being no further business brought before the Board, Mr. Rash made a motion to adjourn, seconded by Mr. Slater and approved by the Board, 5-0, adjourned at 7:33 pm.

Respectfully submitted:

Board Member

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING
October 12, 2022– 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 September 14, 2022**
- V. VISITORS:**
 - A. Confirmed Appointments:**
 - B. From the Floor:**

- VI. FINANCIAL REPORT:**
 - A. Bills List 10/2022 in the amount of \$116,033.39**
 - 1. Checks – \$84,830.46**
 - 2. Payroll and Pension Transfers – \$31,202.93**
 - B. Bills List 10/2022A Flood Damage Repair- \$11,130.63**
 - 1. Checks – \$11,130.63**
 - C. Income Statement and Summary**

- VII. MANAGEMENT REPORT**
 - A. ADMINISTRATION**
 - 1. Report of Delinquent Accounts: There were Fifty-Four (54) Shut Off letters sent in the month of September totaling \$15,531.46. The total amount collected was \$15,188.61. Fifty-one (51) customers paid in full and Three (3) customers made a partial payment.**
 - 2. Rental of Gas Station for Office Space**
 - 3. Baghurst Alley/EPA- Resolution for Fees**
 - 4. SBA Administration Building - Bids**
 - 5. Ongoing Flood Restoration Efforts –**
 - 6. Paperless Billing**
 - 7. Automatic Payment Withdrawals- Agreement**
 - 8. 2023 Draft Budget**
 - 9. Water Service Agreement- 970 Gravel Pike**

 - B. WATER DEPARTMENT**
 - 1. Water production – September**
 - a. 255,520 GPD**
 - b. 170,723 Wells**
 - c. 84,796 Interconnection**

 - C. SEWER DEPARTMENT**
 - 1. Discharge monitoring Report**
 - a. August – Daily Average Flow 0.1088**
 - b. August – Total Monthly Flow 3.373 MG**
 - 2. Operations Update**

VIII. BOROUGH OPERATIONS**A. Borough Operations – September**

1. Emptied trash at Trailhead and Pavilion
2. Prep & clean up detail for Community Day
3. Broke down utilities to Borough's temporary trailer

IX. ENGINEERING REPORT: Refer to enclosed written report.**A. Authority****B. Water**

1. See Written Report

C. Sewer

1. I & I – Sewer Repairs – Update
2. Sanitary Sewer lining Project

D. Developments**X. SOLICITOR'S REPORT:****A. Authority****B. Developments****XI. CHAIRMAN'S MINUTE:****A. Announcements****XII. ADJOURN:**

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: OCTOBER 12, 2022**

1

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 Chairman John Markley.

ROLL CALL:

In addition to Chairman Markley, other members present were Vice Chairman Thomas Slater, Treasurer Brian Pippert, Secretary Treasurer Darren Rash. Secretary Brian Corbin 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; Colby Grim, representing the Authority's Solicitor's firm of Grim, Biehn & Thatcher; John Scully, President of Private Utility Enterprises, Inc., Management Consultant to the Authority.

MINUTES:

Chairman Markley then presented the minutes of September 14, 2022 and asked for approval when, Mr. Pippert moved and Mr. Slater seconded, accepting the Board of Director's meeting minutes of September 14, 2022, by a 4-0 vote.

VISITORS:

Confirmed Appointments - none

Chris Melville
Karen Slater
Jean-Pierre Brokken

FINANCIAL REPORT:

The Board then reviewed Bill List 10/2022 in the amount of \$116,033.39. The Board reviewed checks to be signed in the amount of \$84,830.46. In addition, payroll and pension transfers in the amount of \$31,202.93. Total Financial transaction of \$116,033.39 which summary is as follows:

Checks at meeting	\$ 68,864.12
Payroll, Pension & Other Transfers	\$ 31,202.93
Total Transfers and Checks	<u>\$ 116,033.39</u>

Accordingly, Mr. Pippert made a motion to approve Bill List 10/2022 in the amount of \$116,033.39, seconded by Mr. Slater and approved by the Board 4-0.

The Board then reviewed Bill List 10/2022A in the amount of \$11,130.63. The Board reviewed checks to be signed in the amount of \$11,130.63. Accordingly, Mr. Slater made a motion to approve Bill List 10/2022A, in the amount of \$11,130.63, 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. Mr. Scully noted that he answered several questions related to the bill payment list. Mr.

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: OCTOBER 12, 2022**

2

Pippert has reviewed the bank statements and account transfers for the financial statements with the Authority Board.

MANAGEMENT REPORT:

Administration:

1. Report of Delinquent Accounts - There were Fifty-Ninety-four (54) Shut Off letters sent in the month of September totaling \$15,531.46. The total amount collected was \$15,188.61. Fifty-one (51) customers paid in full and Three (3) customers made partial payments and agreed to make monthly payments until paid in full.
2. Rental of Gas Station for Office Space – Mr. Scully reviewed the status of the gas station rental space. Based on the cost, the Board directed Authority Staff to remain in the renovated Authority Building.
3. Baghurst Alley/EPA – Resolution or Fees - Mr. Scully and Mr. Ebert provided an update to the Board.
4. SBA Administrative Building Bids – Mr. Scully reviewed the bid documents with the Board. Accordingly, Mr. Rash made a motion to accept the lowest bid in the amount of \$187,612, seconded by Mr. Pippert and approved by the Board 4-0.
5. Ongoing Flood Restorations – Mr. Scully provided an update to the Board.
6. Paperless Billing and Automatic Payment Withdrawals – Mr. Scully provided an update to the Board. The process is in the final testing stage.
7. 2023 Draft Budget – Mr. Scully reviewed the Budget with the Board.
8. Water Service Agreement -970 Gravel Pike – Mr. Scully reviewed the water service agreement with the Board.

Water Department:

- A. Management reported 255,520 gallons per day water usage for the month of September 2022. Authority wells produced 170,723 gallons per day and 84,796 gallons per day were taken from the interconnection.

Sewer Department:

- A. Management reported on August 2022 flows of a daily average flow of 0.1088 MGD and a total flow of 3.373 million gallons for the month.

BOROUGH OPERATIONS:

- A. Borough Operations – September
 1. Empty trash in Pavilion and at Trailhead.
 2. Prep & clean up detail for Community Day
 3. Broke down utilities to Borough’s temporary trailer

ENGINEER’S REPORT:

Fred Ebert, President of Ebert Engineering, Inc., the Authority’s Consulting Engineer, previously filed a written report on Authority Projects, which has been included in this meeting’s packet. Mr. Ebert then provided an overview of the projects that have been prioritized.

- A. Authority – Mr. Ebert provided an update to the Board on the Flood restoration.
 1. I & I – Sewer Repairs – Mr. Ebert provided an update to the Board.
 2. Sanitary Sewer Lining Project – Mr. Ebert provided an update to the Board.

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: OCTOBER 12, 2022**

3

B. Developments – Mr. Ebert provided an update to the Board.

SOLICITOR’S REPORT:

Colby Grim of Grim Biehn & Thatcher, provided a brief report to the Board.

CHAIRMAN’S MINUTE:

ADJOURNMENT:

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 8:08 pm.

Respectfully submitted:

Board Member

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING
November 9, 2022– 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 12, 2022**
- V. VISITORS:**
 - A. Confirmed Appointments: 106 2nd Ave, Lower Frederick**
 - B. From the Floor:**
- VI. FINANCIAL REPORT:**
 - A. Bills List 11/2022 in the amount of \$144,500.26**
 - 1. Checks – \$113,834.08**
 - 2. Payroll and Pension Transfers – \$30,666.18**
 - 3. Checks Paid Before Meeting – \$426.74**
 - B. Bills List 11/2022A Flood Damage Repair– \$12,423.95**
 - 1. Checks – \$12,423.95**
 - C. Income Statement and Summary**
- VII. MANAGEMENT REPORT**
 - A. ADMINISTRATION**
 - 1. Report of Delinquent Accounts: There were Fifty-Eight (58) Shut Off letters sent in the month of October totaling \$12,940.68. The total amount collected was \$11,394.36. Forty-Eight (48) customers paid in full, Four (4) customers made a partial payment and Six (6) customers did not pay and liens were filed.**
 - 2. Baghurst Alley/EPA**
 - 3. SBA Administration Building**
 - 4. Ongoing Flood Restoration Efforts**
 - 5. Paperless Billing**
 - 6. 2023 Budget**
 - 7. Borough 2023 Labor & Equipment Fee Schedule**
 - 8. Q3 Pension Statement**
 - 9. Water Agreement – 26 Second Ave, Lower Frederick**
 - B. WATER DEPARTMENT**
 - 1. Water production – October**
 - a. 271,537 GPD**
 - b. 182,912 Wells**
 - c. 88,625 Interconnection**
 - C. SEWER DEPARTMENT**
 - 1. Discharge monitoring Report**
 - a. September – Daily Average Flow 0.134**
 - b. September – Total Monthly Flow 4.0193**
 - 2. Operations Update**

VIII. BOROUGH OPERATIONS**A. Borough Operations – October**

1. Emptied trash at Trailhead and Pavilion
2. Winterized Meadow water supply & tightened bib on spigot.
3. Patched potholes on 2nd St, Woodland Ave & Hillcrest Ave.

IX. ENGINEERING REPORT: Refer to enclosed written report.**A. Authority****B. Water**

1. See Written Report

C. Sewer

1. I & I – Sewer Repairs – Update
2. Sanitary Sewer lining Project

D. Developments**X. SOLICITOR'S REPORT:****A. Authority****B. Developments****XI. CHAIRMAN'S MINUTE:****A. Announcements****XII. ADJOURN:**

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: NOVEMBER 9, 2022**

1

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 Chairman John Markley.

ROLL CALL:

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

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

MINUTES:

Chairman Markley then presented the minutes of October 12, 2022 and asked for approval when, Mr. Pippert moved and Mr. Slater seconded, accepting the Board of Director's meeting minutes of October 12, 2022, by a 5-0 vote.

VISITORS:

Confirmed Appointments - none

Marla Hexter, Lower Frederick Township

FINANCIAL REPORT:

The Board then reviewed Bill List 11/2022 in the amount of \$144,980.26. The Board reviewed checks to be signed in the amount of \$114,314.08. In addition, payroll and pension transfers in the amount of \$30,666.18. Total Financial transaction of \$144,980.26 which summary is as follows:

Checks at meeting	\$ 114,314.08
Payroll, Pension & Other Transfers	\$ 30,666.18
Total Transfers and Checks	<u>\$ 144,980.26</u>

Accordingly, Mr. Pippert made a motion to approve Bill List 11/2022 in the amount of \$144,980.26, seconded by Mr. Slater and approved by the Board 5-0.

The Board then reviewed Bill List 11/2022A in the amount of \$12,423.95. The Board reviewed checks to be signed in the amount of \$12,423.95. Accordingly, Mr. Slater made a motion to approve Bill List 11/2022A, in the amount of \$12,423.95, seconded by Mr. Rash and approved by the Board 5-0.

The Board generally reviewed the financial reports as well as the income statement and summary. Mr. Scully noted that he answered several questions related to the bill payment list. Mr. Pippert has reviewed the bank statements and account transfers for the financial statements with the Authority Board.

MANAGEMENT REPORT:

Administration:

1. Report of Delinquent Accounts - There were Fifty-Eight (58) Shut Off letters sent in the month of October totaling \$12,940.68. The total amount collected was \$11,394.36. Forty-Eight (48) customers paid in full, Four (4) customers made partial payment and Six (6) customer did not pay and liens were filed.
2. Baghurst Alley/EPA – Resolution or Fees - Mr. Scully and Mr. Ebert provided an update to the Board.
3. SBA Administrative Building – Mr. Scully provided an update to the Board.
4. Ongoing Flood Restorations – Mr. Scully provided an update to the Board.
5. Paperless Billing and Automatic Payment Withdrawals – Mr. Scully provided an update to the Board.
6. 2023 Draft Budget – Mr. Sullivan reviewed the 2023 Draft Budget with the Board. Accordingly, Mr. Rash made a motion to approve the 2023 Operating Budget as presented noting a 2% increase in water and sewer rates effective January 1, 2023, seconded by Mr. Slater, and approved by the Board 5-0. A copy of the approved budget will be sent to the Borough.
7. Borough 2023 Labor & Equipment Fee Schedule – Mr. Scully reviewed the fee schedule with the Board. No changes have been made to the current fee schedule. Staff will modify the current accounting practices to accurately reflect the time and materials costs associated with work performed for the Borough. This will enable the Authority to provide and accurate cost schedule to the Borough. The vote was tabled to the July 2023 Authority meeting.
8. Water Service Agreement -26 Second Avenue, Lower Frederick – Mr. Scully reviewed the water service agreement with the Board. Accordingly, Mr. Rash made a motion to approve the water service agreement as presented, seconded by Mr. Pippert and approved by the Board 5-0.

Water Department:

- A. Management reported 271,537 gallons per day water usage for the month of October 2022. Authority wells produced 182,912 gallons per day and 88,625 gallons per day were taken from the interconnection.

Sewer Department:

- A. Management reported on September 2022 flows of a daily average flow of 0.134 MGD and a total flow of 4.0193 million gallons for the month.

BOROUGH OPERATIONS:

- A. Borough Operations – October
 1. Empty trash in Pavilion and at Trailhead.
 2. Winterized Meadow water supply & tightened bib on spigot.
 3. Patched potholes on 2nd St, Woodland Ave & Hillcrest Ave.

ENGINEER'S REPORT:

Fred Ebert, President of Ebert Engineering, Inc., the Authority's Consulting Engineer, previously filed a written report on Authority Projects, which has been included in this meeting's packet. Mr. Ebert then provided an overview of the projects that have been prioritized.

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: NOVEMBER 9, 2022**

3

DRBC Public Water Docket – Mr. Ebert provided an update to the Board. Mr. Slater made a motion to approve the DRBC Public Water Docket as presented, seconded by Mr. Corbin and approved by the Board 5-0.

SOLICITOR’S REPORT:

Colby Grim of Grim Biehn & Thatcher, provided a brief report to the Board.

CHAIRMAN’S MINUTE:

ADJOURNMENT:

There being no further business brought before the Board, Mr. Pippert made a motion to adjourn, seconded by Mr. Rash and approved by the Board, 5-0, adjourned at 7:53 pm.

Respectfully submitted:

Board Member

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING
December 14, 2022– 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 November 9, 2022**
- V. VISITORS:**
 - A. Confirmed Appointments: 106 2nd Ave, Lower Frederick**
 - B. From the Floor:**

- VI. FINANCIAL REPORT:**
 - A. Bills List 12/2022 in the amount of \$262,883.04**
 - 1. Checks – \$74,704.63**
 - 2. Payroll and Pension Transfers – \$38,952.09**
 - 3. Checks Paid Before Meeting – \$149,226.32**
 - B. Bills List 11/2022A Flood Damage Repair– \$3,295.00**
 - 1. Checks – \$3,295.00**
 - C. Income Statement and Summary**

- VII. MANAGEMENT REPORT**
 - A. ADMINISTRATION**
 - 1. Report of Delinquent Accounts: There were Fifty-One (51) Shut Off letters sent in the month of November totaling \$37,720.07. The total amount collected was \$36,398.96. Forty-Two (42) customers paid in full and Nine (9) customers made a partial payment.**
 - 2. Baghurst Alley Rate Resolution 22-01**
 - 3. Draft Fee Schedule**
 - 4. Draft Meeting Dates for 2023**
 - 5. SBA Administration Building**
 - 6. Ongoing Flood Restoration Efforts**
 - 7. Game Farm Road- Water Main upgrade Main Street to Summit re: PennDOT paving plans**

 - B. WATER DEPARTMENT**
 - 1. Water production – November**
 - a. 252,588 GPD**
 - b. 169,525 Wells**
 - c. 86,170 Interconnections**

 - C. SEWER DEPARTMENT**
 - 1. Discharge monitoring Report**
 - a. October – Daily Average Flow 0.2277**
 - b. October – Total Monthly Flow 7.0585**
 - 2. Operations Update**

VIII. BOROUGH OPERATIONS**A. Borough Operations – November**

- 1. Emptied trash at Trailhead and Pavilion**
- 2. Replaced stop sign on Walnut & Main**
- 3. Replaced Speed limit sign @ Centennial & Main**
- 4. Set out Salt Bins in the Borough**
- 5. Set out Snow Plow Markers in the Borough**

IX. ENGINEERING REPORT: Refer to enclosed written report.**A. Authority**

- 1. See Written Report**
- 2. Water Grant Resolution 22-02**
- 3. Consideration to award Fence Bid for WWTP**

X. SOLICITOR'S REPORT:**A. Authority****B. Developments****XI. CHAIRMAN'S MINUTE:****A. Announcements****XII. ADJOURN:**

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: DECEMBER 14, 2022**

1

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 Chairman John Markley.

ROLL CALL:

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

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

MINUTES:

Chairman Markley then presented the minutes of November 9, 2022 and asked for approval when, Mr. Rash moved and Mr. Pippert seconded, accepting the Board of Director's meeting minutes of November 9, 2022 as amended, by a 5-0 vote.

VISITORS:

Confirmed Appointments - none

Karen Slater

FINANCIAL REPORT:

The Board then reviewed Bill List 12/2022 in the amount of 262,883.04. The Board reviewed checks to be signed in the amount of \$74,704.63. In addition, payroll and pension transfers in the amount of \$38,952.09. Total Financial transaction of \$262,883.04 which summary is as follows:

Checks at meeting	\$ 74,704.63
Payroll, Pension & Other Transfers	\$ 38,952.09
Checks Paid Before Meeting	\$ 149,226.32
Total Transfers and Checks	<u>\$ 262,883.04</u>

Accordingly, Mr. Pippert made a motion to approve Bill List 12/2022 in the amount of \$262,883.04, seconded by Mr. Slater and approved by the Board 5-0.

The Board then reviewed Bill List 12/2022A in the amount of \$3,295.00. The Board reviewed checks to be signed in the amount of \$3,295.00. Accordingly, Mr. Rash made a motion to approve Bill List 12/2022A, in the amount of \$3,295.00, seconded by Mr. Slater and approved by the Board 5-0.

The Board generally reviewed the financial reports as well as the income statement and summary. Mr. Scully noted that he answered several questions related to the bill payment list. Mr. Pippert has reviewed the bank statements and account transfers for the financial statements with the Authority Board.

MANAGEMENT REPORT:

Administration:

1. Report of Delinquent Accounts - There were Fifty-One (51) Shut Off letters sent in the month of November totaling \$37,720.07. The total amount collected was \$36,398.96. Forty-Two (42) customers paid in full and Nine (9) customers made partial payments.
2. Baghurst Alley/EPA – Resolution 22-01 - Mr. Pippert made a motion to approve the Baghurst Alley – Resolution 22-01, as presented, seconded by Mr. Slater and approved by the Board 5-0
3. 2023 SBA Fee Schedule – Mr. Rash made a motion to approve the 2023 Fee Schedule, seconded by Mr. Pippert and approved by the Board 5-0.
4. 2023 SBA Meeting Date Schedule – Mr. Pippert made a motion to approve the 2023 Authority Board meeting dates, seconded by Mr. Rash and approved by the Board 5-0.
5. SBA Administration Building - Mr. Scully and Mr. Ebert provided an update to the Board.
6. Ongoing Flood Restorations – Mr. Scully provided an update to the Board.
7. Game Farm Rd – Water Main upgrade Main Street to Summit Ave re: PennDot paving plans - Ebert Engineering is working on cost estimates for the project.

Water Department:

- A. Management reported 252,588 gallons per day water usage for the month of November 2022. Authority wells produced 169,525 gallons per day and 86,170 gallons per day were taken from the interconnection.

Sewer Department:

- A. Management reported on October 2022 flows of a daily average flow of 0.2277 MGD and a total flow of 7.0585 million gallons for the month.

BOROUGH OPERATIONS:

- A. Borough Operations – November
 1. Empty trash in Pavilion and at Trailhead.
 2. Replace stop sign on Walnut & Main
 3. Replace speed limit sign @ Centennial & Main
 4. Set out salt bins in the Borough
 5. Set out snow pow markers in the Borough

ENGINEER'S REPORT:

Fred Ebert, President of Ebert Engineering, Inc., the Authority's Consulting Engineer, previously filed a written report on Authority Projects, which has been included in this meeting's packet. Mr. Ebert then provided an overview of the projects that have been prioritized.

- A. Authority
 1. Water Grant Resolution 22-02 – Mr. Pippert made a motion to approve Resolution 22-02 Water Grant Application, as presented, seconded by Mr. Slater, and approved by the Board 5-0.
Mr. Corbin made a motion to authorize John Scully, the Authority Executive Director, to sign all necessary documents related to the Grant application on behalf of the Board, seconded by Mr. Slater and approved by the Board 5-0

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: DECEMBER 14, 2022**

3

2. Award Fence Bid for WWTP – Mr. Slater made a motion to accept the lowest bid, in the amount of \$31,150.00 from County Line Fence, seconded by Mr. Corbin and approved by the Board 5-0

SOLICITOR’S REPORT:

Colby Grim of Grim Biehn & Thatcher, provided a brief report to the Board.

CHAIRMAN’S MINUTE:

ADJOURNMENT:

There being no further business brought before the Board, Mr. Rash made a motion to adjourn, seconded by Mr. Corbin and approved by the Board, 5-0, adjourned at 7:50 pm.

Respectfully submitted:

Board Member