

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: JANUARY 10, 2018**

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The Regular meeting of the Schwenksville Borough Authority was called to order at the offices of the Authority, 298 Main Street, at 5:00 PM by Chairman John Markley.

ROLL CALL:

In addition to Chairman Markley, other members present were Vice Chairman Donald Whitko, Treasurer Greg Pocius, Secretary Tom Slater and newly appointed member Brian Pippert. Also attending at the invitation of the Board were Frederick Ebert, P.E., President of Ebert Engineering, Inc., Consulting Engineer to the Authority, Michael K. Sullivan, President of Private Utility Enterprises, Inc., Management Consultant to the Authority and John Scully, also of Private Utility Enterprises, Inc. Melissa Fiala, the Authority's Solicitor's from the firm of Rudolph Clarke LLC, was excused from attendance.

Chairman Markley acknowledged Mr. Brian Pippert's appointment to the Authority Board and welcomed him on behalf of the Board members and staff.

The Pledge of Allegiance was recited.

Mr. Sullivan announced that this was a publicly advertised meeting along with the 2018 meeting schedule of the Authority as proof of publication in the Pottstown Mercury indicated.

REORGANIZATION:

Open for Nominations

Chairman Markley turned the election of the officers for the Board of Directors over to the Chairman Pro-Tem, Michael Sullivan. Accordingly, the Chairman Pro-Tem opened the floor for nominations. Mr. Sullivan asked if there were any proposed changes to the current slate of officers.

Mr. Whitko moved, and the motion was seconded by Mr. Pocius to nominate the members of the Board to the following positions with the votes recorded as noted:

The 2018 Slate of Elected Officers for the Schwenksville Borough Authority Board of Directors officers are the following:

1. Chairman - John B. Markley, motion by Mr. Whitko, seconded by Mr. Pocius and passed with a 5-0 vote
2. Vice Chairman - Donald Whitko, motion by Mr. Whitko, seconded by Mr. Pocius and passed with a 5-0 vote
3. Secretary - Thomas Slater, Sr., motion by Mr. Whitko, seconded by Mr. Pocius and passed with a 5-0 vote
4. Treasurer - Greg Pocius, motion by Mr. Whitko, seconded by Mr. Pocius and passed with a 5-0 vote
5. Asst. Secretary/Treasurer - Brian Pippert, motion by Mr. Whitko, seconded by Mr. Pocius and passed with a 5-0 vote

At this time, Chairman Markley proceeded with the presentation and approval of the professional staff for 2018

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APPOINTMENTS of PROFESSIONAL STAFF:

Chairman Markley then presented the following firms and requested a motion for approval, Engineer - Ebert Engineering, Inc. - Frederick Ebert, P.E., President, motion by Mr. Whitko, seconded by Mr. Pocius and passed with a 5-0 vote.

Solicitor - Rudolph Clarke LLC - Melissa Fiala, Esq., motion by Mr. Whitko, seconded by Mr. Pocius and passed with a 5-0 vote.

Auditor – Lopez, Teodosio & Larkin, LLC - motion by Mr. Whitko, seconded by Mr. Pocius and passed with a 5-0 vote.

Pension Trustee- Univest Bank and Trust Co. - Bryce Bergey, MBA, Representative, motion by Mr. Whitko, seconded by Mr. Pocius and passed with a 5-0 vote.

Management Consultant – Private Utility Enterprises, Inc., motion by Mr. Whitko, seconded by Mr. Pocius and passed with a 5-0 vote.

At this time, Chairman Markley asked for a motion to adjourn the Reorganizational meeting and to move to the Regular Meeting, where upon Mr. Whitko, seconded by Mr. Pocius and passed with a 5-0 vote and approved 5-0 at 5:05pm.

MINUTES:

Chairman Markley then presented the minutes of December 13, 2017 and asked for approval when, Mr. Whitko moved and Mr. Pocius seconded, accepting the Board of Director's meeting minutes of December 13, 2017, by a 4-0-1 vote.

VISITORS:

There were no visitors.

FINANCIAL REPORT:

The Board then reviewed Bill List 1/2018A in the amount of \$67,335.17 and reviewed checks mailed prior to the meeting in the amount of \$689.65 for a total amount of \$68,024.82. In addition, payroll, pension checks, and other transfers are in the amount of \$27,967.43 and automatic payroll withdrawals in the amount of \$3,427.00 for the sub-total \$31,394.43. Total Financial transaction of \$99,419.25 which summary is as follows:

Checks at meeting	\$ 67,335.17
Checks prior to meeting	\$ 689.65
	<u>\$ 68,024.82</u>
Payroll, Pension & Other Transfers	\$ 27,967.43
Automatic Transfers	\$ 3,427.00
	<u>\$ 31,394.43</u>
Total Transfers and Checks	<u>\$ 99,419.25</u>

Accordingly, Mr. Whitko made a motion to approve Bill List 1/2018A in the amount of \$99,419.25, seconded by Mr. Pocius and approved by the Board 5-0.

The Board generally reviewed the financial reports as well as the income statement and summary. Mr. Sullivan noted that he answered several questions related to the bill payment list from Mr. Pocius and he has reviewed the bank statements and account transfers for the financial statements prior to the Board Meeting.

MANAGEMENT REPORT:

A. Administration:

1. Report of Delinquent Accounts - There were no letters sent in the month of December.
2. Pennvest - Mr. Sullivan provided an update to the Board. A decision is expected to be made by Pennvest by the next Authority meeting.
3. Main Street Paving Project – Mr. Ebert provided an update on the project.
4. Perkiomen Walking Path - Mr. Sullivan met with the Borough Manager regarding the adjustment to the walking path. The Authority has no objection to the Borough's proposed alignment of the path.
5. Development – Dunkin Donuts inquired about water and sewer service for a new Dunkin Donuts near WAWA.

Water Department:

- A. Management reported 290,304 gallons per day water usage for the month of December 2017. Authority wells produced 209,709 gallons per day and 80,595 gallons per day were taken from the interconnection.

Sewer Department:

- A. Management reported on November 2017 flows of a daily average flow of 0.1465 MGD and a total flow of 4.3953 million gallons for the month.

BOROUGH OPERATIONS:

- A. Borough Operations – December
1. Filled Salt Bins
 2. Empty trash in Pavilion and at Trailhead once a week.
 3. Plowed and Salted Borough roads

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. Water

1. Well #4 & #5 Arsenic Project – Well 4 and 5 are back on line. Final punch list have been prepared.
2. Church Street Water Main Replacement – Mr. Ebert provided an update to the project. This project is pending the Pennvest Loan application process.

C. Sewer

1. I&I Sewer Repairs – Mr. Ebert provided a detailed review of the I&I sewer repair report. Sewer Specialty provided a report detailing items of concern. Mr. Ebert will review the report to detail possible repair items.

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2. DEP - DEP would like schedule a meeting with the Authority to determine if we are in a project or existing hydraulic overload. The meeting is scheduled for January 24, 2018.

D. Developments

1. Lumberyard –Mr. Ebert provided an update to the Board. The Lumberyard has not provided documentation from Montgomery County with the approvals to the Authority.
2. Centennial Apartments – Mr. Ebert provided an update to the Board.
3. Ragusa Tract –Mr. Ebert provided an update to the Board.

SOLICITOR'S REPORT:

There was no report from the Authority Solicitor's office of Rudolph Clarke LLC.

CHAIRMAN'S MINUTE:

ADJOURNMENT:

There being no further business brought before the Board, Mr. Whitko made a motion to adjourn, seconded by Mr. Slater and approved by the Board, 5-0, adjourned at 6:50 p.m.

Respectfully submitted:


Board Member