

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: JANUARY 9, 2019**

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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 Asst. Secretary Treasurer Brian Pippert. Also attending at the invitation of the Board were Melissa Fiala, representing the Authority's Solicitor's firm of Rudolph Clarke LLC, 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.

The Pledge of Allegiance was recited.

Mr. Sullivan announced that this was a publicly advertised meeting along with the 2019 meeting schedule of the Authority as proof of publication in the Pottstown Mercury indicated.

Schwenksville Borough Council approved Thomas Slater, Srs. five (5) year re-appointment to the Board of Directors of the SBA

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. Pippert to nominate the members of the Board to the following positions with the votes recorded as noted:

The 2019 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. Pippert and passed with a 5-0 vote
2. Vice Chairman - Donald Whitko, motion by Mr. Whitko, seconded by Mr. Pippert and passed with a 5-0 vote
3. Secretary - Thomas Slater, Sr., motion by Mr. Whitko, seconded by Mr. Pippert and passed with a 5-0 vote
4. Treasurer – Greg Pocius, motion by Mr. Whitko, seconded by Mr. Pippert and passed with a 5-0 vote
5. Asst. Secretary/Treasurer – Brian Pippert, motion by Mr. Whitko, seconded by Mr. Pippert and passed with a 5-0 vote

At this time, Chairman Markley proceeded with the presentation and approval of the professional staff for 2019

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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- Uninvest 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.

MINUTES:

Chairman Markley then presented the minutes of December 12, 2018 and asked for approval when, Mr. Pippert moved and Mr. Whitko seconded, accepting the Board of Director’s meeting minutes of December 12, 2018, by a 5-0 vote.

VISITORS:

There were no visitors.

FINANCIAL REPORT:

The Board then reviewed Bill List 1/2019A in the amount of \$123,905.50. The Board reviewed checks to be signed in the amount of \$46,851.00 and checks mailed prior to the meeting in the amount of \$1,219.37 for a total amount of \$48,070.37. In addition, payroll, pension checks, and other transfers are in the amount of \$29,344.60 and automatic withdrawals in the amount of \$46,490.53 for the sub-total \$75,835.13. Total Financial transaction of \$123,905.50 which summary is as follows:

Checks at meeting	\$ 46,851.00
Checks prior to meeting	\$ 1,219.37
	<u>\$ 48,070.37</u>
Payroll, Pension & Other Transfers	\$ 29,344.60
Automatic Transfers	\$ 46,490.53
	<u>\$ 75,835.13</u>
Total Transfers and Checks	<u>\$ 123,905.50</u>

Accordingly, Mr. Whitko made a motion to approve Bill List 1/2019A in the amount of \$123,905.50, seconded by Mr. Pocius and approved by the Board 5-0.

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The Board then reviewed Bill List 1/2019B in the amount of \$276,014.21, which summary is as follows:

Engineering Costs	\$ 10,465.65
Construction Costs	\$ <u>265,548.56</u>
	<u>\$ 276,014.21</u>

Accordingly, Mr. Whitko made a motion to approve Bill List 1/2019B in the amount of \$276,014.210, 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 Shut-off Letters sent in the month of December.

Water Department:

- A. Management reported 309,416 gallons per day water usage for the month of December 2018. Authority wells produced 222,513 gallons per day and 86,903 gallons per day were taken from the interconnection.

Sewer Department:

- A. Management reported on November 2018 flows of a daily average flow of 0.7947 MGD and a total flow of 13.4947 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
4. Repaired storm manhole @ Schwenk Rd. & Main St.
5. Replaced light bulbs on exterior of Municipal Annex.

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

B. Water

1. Main Street Construction Project - Mr. Ebert provided an update to the project. The Main Street Phase III Project bids are due January 21, 2019.

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C. Sewer

1. I&I Contract –The I&I contract is due January 17, 2019.
2. Sludge Contract – The sludge contract is due January 17, 2019.

D. Developments

1. Lumberyard –Mr. Ebert referred the Board to his written report.
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:

Melissa Fiala of Rudolph Clarke LLC the Authority Solicitor’s provided a brief update for ongoing projects.

A. Authority

The Board entered an executive session at 5:45 p.m. to discuss potential litigation, resuming the meeting at 5:50 p.m. No action was taken.

B. Developments

CHAIRMAN’S MINUTE:

ADJOURNMENT:

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

Respectfully submitted:

Board Member