

SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: November 14, 2018

The Regular meeting of the Schwenksville Borough Authority was called to order at the offices of the Authority, 298 Main Street, at 7:00 PM by Chairman John Markley.

ROLL CALL:

In addition to Chairman Markley, other members present were Vice Chairman Donald Whitko, Treasurer Greg Pocius, Tom Slater and member 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. The Chairman then thanked the U.S. military veterans for their service including those members of the Authority Board who have served.

MINUTES:

Chairman Markley then presented the Regular meeting minutes of October 10, 2018 and asked for approval when, Mr. Whitko moved and Mr. Pippert seconded, accepting the Board of Director's Regular meeting minutes of October 10, 2018, by a 5-0 vote.

Chairman Markley then presented the Special meeting minutes of October 30, 2018 and asked for approval when, Mr. Whitko moved and Mr. Pippert seconded, accepting the Board of Director's Special meeting minutes of October 30, 2018, by a 5-0 vote.

The Board entered an executive session during the October 10, 2018 Meeting to discuss potential litigation.

VISITORS:

A. Confirmed Appointments – None

FINANCIAL REPORT:

The Board then reviewed Bill List 11/2018A in the amount of \$164,832.53 and reviewed checks mailed prior to the meeting in the amount of \$8,608.56 for a total amount of \$66,018.24. In addition, payroll, pension checks, and other transfers are in the amount of \$34,618.87 and automatic withdrawals in the amount of \$3,672.08 for the sub-total \$38,290.95. Total Financial transaction of \$104,309.19 which summary is as follows:

Checks at meeting	\$ 76,000.60
Checks prior to meeting	\$ 8,608.56
	<u>\$ 84,609.16</u>
Payroll, Pension & Other Transfers	\$ 36,526.65
Automatic Transfers	\$ 43,696.72
	<u>\$ 80,223.37</u>
Total Transfers and Checks	<u>\$ 164,832.53</u>

Accordingly, Mr. Whitko made a motion to approve Bill List 11/2018A in the amount of \$164,832.53 seconded by Mr. Pippert and approved by the Board 5-0.

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The Board the reviewed Bill List 11/2018B, Church Road/Main Street Water extension contract payment requests in the amount of \$29,290.03. Total Financial transaction of \$29,290.03 which summary is as follows:

Rudolph Clarke LLC - #68699	\$ 6,570.00
<u>Ebert Engineering Inc - #10-18-057</u>	<u>\$ 22,720.03</u>
Total Transfers and Checks	<u>\$ 29,290.03</u>

Accordingly, Mr. Whitko made a motion to approve Bill List 11/2018B in the amount of \$29,290.03 seconded by Mr. Pippert and approved by the Board 5-0.

The Board the reviewed Bill List 11/2018C, Church Road/Main Street Water extension, D.J. Pinciotti Construction Co., Inc. payment request #1 in the amount of \$39,144.75.

Accordingly, Mr. Whitko made a motion to approve Bill List 11/2018C in the amount of \$39,144.75 seconded by Mr. Pippert and approved by the Board 5-0.

The Board the reviewed Bill List 11/2018D, Church Road/Main Street Water extension, D.J. Pinciotti Construction Co., Inc. payment request #2 in the amount of \$59,814.71.

Accordingly, Mr. Whitko made a motion to approve Bill List 11/2018D in the amount of \$59,814.71 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. Sullivan noted that he answered several questions related to the bill payment list from Mr. Pippert and Mr. Pocius and they 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 Fifty five (55) Shut-off Letters sent in the month of October totaling \$11,959.17. The total amount collected was \$11,827.37. Forty nine (49) customers paid in full, five (5) customers made partial payments and one (1) customer was sent a certified letter with a termination date of October 14, 2018 due to non-payment of the water account. This property is vacant.
2. Proposed Development Updates - Mr. Sullivan provided an update to the Board.
3. Baghurst Alley/EPA — Mr. Sullivan provided an update to the Board regarding the discussions with the EPA for the possible water main extension to Upper Salford Township. They have determined that there are problems with the proposed route of the water main and they are reviewing alternative options.
4. 14 Cemetery Water Service Agreement- Mr. Pippert made a motion to approve the water service agreement between the Authority and 14 Cemetery, seconded by Mr. Whitko and approved by the Board 5-0.
5. 2019 Draft Budget – Mr. Sullivan provided a detailed review of the budget.

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Mr. Whitko made a motion to approve the 2019 Operating Budget, noting no rate increase, seconded by Mr. Slater and approved by the Board 5-0.

Water Department:

- A. Management reported 314,527 gallons per day water usage for the month of October 2018. Authority wells produced 213,989 gallons per day and 110,538 gallons per day were taken from the interconnection.

Sewer Department:

- A. Management reported on September 2018 flows of a daily average flow of 0.3528 MGD and a total flow of 10.5832 million gallons for the month.

BOROUGH OPERATIONS:

- A. Borough Operations – October
1. Empty trash in Pavilion, Municipal Annex and at the Trailhead.
 2. Cleared debris from culvert and storm inlets on 2nd and Centennial

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. Church and Main Street Water Main Paving – Mr. Ebert and Mr. Sullivan updated the Board on the project as well as the paving of the roads. D.J. Pinciotti continues to work on completing the service connections. Mr. Ebert is working to secure pricing for the paving of Main Street.

B. Sewer -

1. I & I – Sewer Repairs – Mr. Ebert referred the Board to his written report.
2. Developments – Mr. Ebert provided an update to the Board.

SOLICITOR'S REPORT:

Melissa Fiala of Rudolph Clarke LLC the Authority Solicitor's office provided a brief report related to ongoing Authority projects and developments.

CHAIRMAN'S MINUTE:

The Board entered an executive session at 7:50 p.m. to discuss potential litigation, resuming the meeting at 8:30 p.m.

Mr. Slater made a motion to authorize Ebert Engineering to bid the remaining work on the Main Street Water project, seconded by Mr. Pippert and approved by the Board 5-0.

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ADJOURNMENT:

There being no further business brought before the Board, Mr. Whitko made a motion to adjourn, seconded by Mr. Pippert and approved by the Board, 5-0, adjourned at 8:40 p.m.

Respectfully submitted:



Board Member