

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING: NOVEMBER 13, 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 7:00 PM by Chairman John Markley.

**ROLL CALL:**

In addition to Chairman Markley, other members present were, Vice Chairman Donald Whitko, Member Darren Rash, and Treasurer Brian Pippert. Secretary Tom Slater attended via teleconference. Also attending at the invitation of the Board were Fredrick Ebert P.E., 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 Mr. Markley welcomed newly appointed board member Darren Rash to the Authority to fill the remainder of Greg Pocius' term ending December 31, 2021.

**MINUTES:**

Chairman Markley then presented the minutes of October 9, 2019 and asked for approval when, Mr. Whitko moved and Mr. Pippert seconded, accepting the Board of Director's meeting minutes of October 9, 2019, by a 4-0-1 vote. Mr. Rash abstained from the vote.

**VISITORS:**

Confirmed Appointments – None

**FINANCIAL REPORT:**

The Board then reviewed Bill List 11/2019A in the amount of \$109,492.06. The Board reviewed checks to be signed in the amount of \$68,328.79. In addition, payroll and pension transfers are in the amount of \$37,381.85; automatic withdrawals in the amount of \$3,781.42. Total Financial transactions of \$109,492.06 which summary is as follows:

Checks at meeting	\$ 68,328.79
Payroll & Pension Transfers	\$ 37,381.85
<u>Automatic Transfers</u>	<u>\$ 3,781.42</u>
Total	<b><u>\$ 109,492.06</u></b>

Accordingly, Mr. Whitko made a motion to approve Bill List 11/2019A in the amount of \$109,494.06 seconded by Mr. Pippert and approved by the Board 5-0.

The Board then reviewed Bill List 11/2019B in the amount of \$4,840.92 which summary is as follows:

<u>Professional Costs</u>	<u>\$ 4,840.92</u>
Total	<b><u>\$ 4,840.92</u></b>

Accordingly, Mr. Whitko made a motion to approve Bill List 11/2019B in the amount of \$4,840.92, seconded by Mr. Pippert and approved by the Board 5-0.

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The Board generally reviewed the financial reports as well as the income statement and summary. Mr. Sullivan provided details to the budget and financial statements and answered several questions related to income and expenses.

**MANAGEMENT REPORT:**

**A. Administration:**

1. Report of Delinquent Accounts - There were Thirty Five (35) Shut-off Letters sent in the month of October totaling \$8,735.62. The total amount collected was \$8,266.36. Thirty-Four (34) customers paid in full and One (1) customer was sent a Certified Shut Off letter.
2. Baghurst Alley/EPA – Mr. Sullivan provided a detailed update to the Board and noted that he and the Authority engineer met with the EPA and Salford Township to discuss the project. Mr. Sullivan and Mr. Ebert will work on a memorandum detailing items needed in the agreement for the Authority Solicitor to draft an agreement for the project.
3. Main Street/Church Road Upgrades – Mr Sullivan noted that all work is complete and only minor punch list items remain from the three phases of the project.
4. 90A and 90B Water/Sewer Service Agreements – Upon motion of Mr. Whitko and Seconded by Mr. Pippert, the board approved the water/sewer service agreement for one EDU by a 5-0 vote.
5. 52 Perkiomen Ave. Water/Sewer Service Agreements – Upon motion of Mr. Whitko and Seconded by Mr. Pippert, the board approved the water service agreement for one EDU by a 5-0 vote.

**Water Department:**

- A. Management reported 343,923 gallons per day water usage for the month of October 2019. Authority wells produced 227,559 gallons per day and 116,364 gallons per day were taken from the interconnection.
- B. Hydrant Flushing – Mr. Sullivan reported that there were no significant issues with the recent flushing events.

**Sewer Department:**

- A. Management reported on September 2019 flows of a daily average flow of 0.1135 MGD and a total flow of 3.4059 million gallons for the month.

**BOROUGH OPERATIONS:**

- A. Borough Operations – October
  1. Emptied trash in Pavilion and at Trailhead on multiple occasions
  2. Swept up & disposed of modified stone on Maple Ave
  3. Winterized Municipal Annex
  4. Painted & repaired salt barrels
  5. Cleaned “Roadway Subject to Flooding” Street signs

**ENGINEER'S REPORT:**

Fred Ebert, 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 referred the Board to the written report

**B.** Water

1. H2O Pa. Water & Sewer and Pa. Small Water & Sewer Grant Resolution – On Motion by Mr. Pippert and seconded by Mr. Whitko, the Board authorized by Resolution for Ebert Engineering to submit for the Small Water & Sewer Grant for the proposed sewer lining project.

2. Main Street Reconstruction Project – Mr. Ebert reported that he has met with the residents concerning the remaining punch list items and staff has obtained quotes for the work. The work will proceed as weather permits.

**C.** Sewer

1. I&I Repairs – Mr. Ebert reported that he has submitted the Corrective Action Plan report to the PA DEP.

**D.** Developments

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

2. Centennial Apartments – Mr. Ebert referred the Board to his written report.

**SOLICITOR'S REPORT:**

Peter Nelson of Grim Biehn & Thatcher, the Authority Solicitor's provided a brief update for ongoing projects as well as the Antennae contract renewal. The Board directed the Solicitor and staff to take no further action at this time.

**CHAIRMAN'S MINUTE:**

The Chair opened the floor after which Mr. Rash delivered a brief report on Borough operations.

**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 7:50 p.m.

**Respectfully submitted:**

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**Board Member**