

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING
September 11, 2024– 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 14, 2024**
- V. VISITORS:**
 - A. Confirmed Appointments:**
 - B. From the Floor:**
- VI. FINANCIAL REPORT:**
 - A. Bills List 9/2024 in the amount of \$105,319.82**
 - 1. Checks – \$77,064.98**
 - 2. Payroll and Pension Transfers – \$28,254.84**
 - B. Income Statement and Summary**
 - C. Bank Statements**
 - D. Inter Account Transfers**
- VII. MANAGEMENT REPORT**
 - A. ADMINISTRATION**
 - 1. Report of Delinquent Accounts: There were Eighty-Five (85) Shut Off and Past Due letters sent in the month of August totaling \$21,700.13. The total amount collected was \$20,586.31. Seventy-Two (72) customers paid in full, Nine (9) customers made a partial payment and agreed to a payment plan and Four (4) customer was granted a hardship extension.**
 - B. WATER DEPARTMENT**
 - 1. Water production – August**
 - a. 283,931**
 - b. 195,929 Wells**
 - c. 98,517 Interconnections**
 - 2. Operations Update**
 - C. SEWER DEPARTMENT**
 - 1. Discharge Monitoring Report**
 - a. July – Daily Average Flow 0.0902**
 - b. July – Total Monthly Flow 2.7976**
 - 2. Operations Update**
- VIII. BOROUGH OPERATIONS**
 - A. Borough Operations – August**
 - 1. Emptied trash at trailhead and pavilion**
 - 2. Prepped for & cleaned up after Concert in the Meadow**

IX. ENGINEERING REPORT: Refer to enclosed written report.

A. Authority

- 1. Payment Request No.2 and Final – Game Farm Road Water Main Replacement**
- 2. Payment Request No.1 – Summit Avenue Water Main Replacement Project**

X. SOLICITOR’S REPORT:

A. Authority

- 1. Baghurst –**
- 2. Farm View Estates –**
- 3. Melbourne Hill –**
- 4. Verizon Tower Lease –**

XI. CHAIRMAN’S MINUTE:

A. Announcements

XII. ADJOURN:

SCHWENKSVILLE BOROUGH AUTHORITY
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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 Vice Chairman Tom Slater.

ROLL CALL:

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

MINUTES:

Vice Chairman Slater then presented the minutes of August 14, 2024 and asked for approval when, Mr. Pippert moved and Mr. Rash seconded, accepting the Board of Director's meeting minutes of August 14, 2024 by a 3-0 vote.

VISITORS:

Jackie Erixson, Landis Tract - Jackie Erixson provided an overview of the project, and requested a Will Serve letter for the thirteen (13) homes that are proposed to be built in Schwenksville Borough. Fred Ebert will draft a Will Serve letter for the Landis Tract.

FINANCIAL REPORT:

The Board then reviewed Bill List 9/2024 in the amount of \$105,319.82. The Board reviewed checks to be signed in the amount of \$77,064.98. In addition, payroll, and pension transfers in the amount of \$28,254.84. Total Financial transaction of \$105,319.82 which summary is as follows:

| | |
|------------------------------------|-----------------------------|
| Checks at Meeting | \$ 77,064.98 |
| Payroll, Pension & Other Transfers | \$ 28,254.84 |
| Total Transfers and Checks | <u>\$ 105,319.82</u> |

Accordingly, Mr. Pippert made a motion to approve Bill List 9/2024 in the amount of \$105,319.82, seconded by Mr. Rash and approved by the Board 3-0.

The Board generally reviewed the financial reports as well as the income statement and summary.

MANAGEMENT REPORT:

Administration:

1. **Report of Delinquent Accounts** - There were Eighty-Five (85) Shut Off and Past Due letters sent in the month of August totaling \$21,700.13. The total amount collected was \$20,586.31. Seventy-Two (72) customers paid in full. Nine (9) customers made partial payments and agreed to a payment plan and Four (4) customer was granted a hardship extension.

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2. Water Department:

- A. Management reported 283,931 gallons per day water usage for the month of August 2024. Authority wells produced 195,929 gallons per day and 98,517 gallons per day were taken from the interconnections.
- B. Mr. Scully provided an update to the Board.

3. Sewer Department:

- A. Management reported on July 2024 flows of a daily average flow of 0.0902 MGD and a total flow of 2.7976 million gallons for the month.
- B. Mr. Scully provided an update to the Board.

BOROUGH OPERATIONS:

- A. Borough Operations – August
 - 1. Empty trash in Pavilion and at Trailhead.
 - 2. Prepped for and cleaned up after Concert in the Meadow

ENGINEER'S REPORT:

Mr. Ebert reviewed the Engineer's Report with the Board.

- A. Payment Request No. 2 and Final - Game Farm Rd Water Main Replacement Project– Mr. Pippert made a motion to approve the Game Farm Road Water Main Replacement Project Payment Request No. 2 in the amount of \$33,143.00, seconded by Mr. Rash and approved by the Board 3-0.
- B. Payment Request No.1 – Summit Avenue Water Main Replacement Project - Mr. Pippert made a motion to approve the Summit Avenue Water Main Replacement Project Payment Request No. 1 in the amount of \$374,346.00, seconded by Mr. Rash and approved by the Board 3-0.

SOLICITOR'S REPORT:

Mr. Martin referred to the Solicitor's Report.

- A. Baghurst- Mr. Martin provided an update to the Board.
- B. Farm View Estates- Mr. Martin provided an update to the Board.
- C. Melbourne Hill- Mr. Martin provided an update to the Board.
- D. Verizon Tower Lease - Mr. Martin provided an update to the Board.

CHAIRMAN'S MINUTE:

Announcements

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, 3-0, adjourned at 7:50 pm.

Respectfully submitted:

Board Member