

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING
December 13, 2023– 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 November 8, 2023**
- V. VISITORS:**
 - A. Confirmed Appointments:**
 - B. From the Floor:**
- VI. FINANCIAL REPORT:**
 - A. Bills List 12/2023 in the amount of \$126,060.59**
 - 1. Checks – \$86,141.45**
 - 2. Payroll and Pension Transfers – \$39,919.14**
 - B. Income Statement and Summary**
 - C. Bank Statements**
 - D. Inter Account Transfers**
- VII. MANAGEMENT REPORT**
 - A. ADMINISTRATION**
 - 1. Report of Delinquent Accounts: There were One Hundred and Two (102) Shut Off and Past Due letters sent in the month of November totaling \$40,345.65. The total amount collected was \$37,783.32. Eighty-Four (84) customers paid in full. Nine (9) customers made a partial payment and agreed to a payment plan, and Nine (9) customers made no payment but agreed to a payment plan.**
 - 2. 2024 Meeting Dates for Publication**
 - 3. 2024 Budget**
 - B. WATER DEPARTMENT**
 - 1. Water production – November**
 - a. 273,687 GPD**
 - b. 188,677 Wells**
 - c. 95,238 Interconnections**
 - 2. Operations Update**
 - C. SEWER DEPARTMENT**
 - 1. Discharge Monitoring Report**
 - a. October – Daily Average Flow 0.1225**
 - b. October – Total Monthly Flow 3.7983**
 - 2. Operations Update**
- VIII. BOROUGH OPERATIONS**
 - A. Borough Operations – November**
 - 1. Emptied trash at trailhead and pavilion**
 - 2. Filled and placed all salt bins out in the Borough**
 - 3. Replaced a Stop sign pole on 3rd & Perkiomen**
- IX. ENGINEERING REPORT: Refer to enclosed written report.**
 - A. Authority**

1. See Written Report
2. Game Farm Road Bid Authorization

X. SOLICITOR'S REPORT:

A. Authority

1. Baghurst – Modified Access Order
2. Farm View – Development Agreement

XI. CHAIRMAN'S MINUTE:

A. Announcements

XII. ADJOURN:

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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 Thomas Slater.

ROLL CALL:

In addition to Vice Chairman Slater, other members present were Treasurer Brian Pippert, Secretary Brian Corbin and Secretary Treasurer Darren Rash. Chairman Markley was excused from attendance.

Also, attending at the invitation of the Board were Colby Grim, 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 November 8, 2023 and asked for approval when, Mr. Pippert moved and Mr. Rash seconded, accepting the Board of Director's meeting minutes of November 8, 2023 by a 4-0 vote.

VISITORS: Kevin O'Donnell, Ted Poasty, Jr, Rick Sacks from the Upper Salford Board

FINANCIAL REPORT:

The Board then reviewed Bill List 12/2023 in the amount of \$126,060.59. The Board reviewed checks to be signed in the amount of \$86,141.45. In addition, payroll, and pension transfers in the amount of \$39,919.14. Total Financial transaction of \$126,060.59 which summary is as follows:

Checks at meeting	\$ 86,141.45
Payroll, Pension & Other Transfers	\$ 39,919.14
Total Transfers and Checks	<u>\$ 126,060.59</u>

Accordingly, Mr. Pippert made a motion to approve Bill List 12/2023 in the amount of \$126,060.59, seconded by Mr. Corbin and approved by the Board 4-0.

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 One Hundred and Two (102) Shut Off and Past Due letters sent in the month of November totaling \$40,345.65. The total amount collected was \$37,783.32. Eighty- Four (84) customers paid in full. Nine (9) customers made a partial payment and agreed to a payment plan and Nine (9) customers made no payment but agreed to a payment plan.
2. Constellation Electric Rates – Mr. Scully reviewed the Electric Auction results with the Board. The rates were locked in for a 4-year term at .07236/kwh.

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3. 2024 Meeting Dates – Mr. Rash made a motion to approve the 2024 Authority Board meeting dates, seconded by Mr. Pippert and approved by the Board 4-0.
4. 2024 Draft Budget – Mr. Scully reviewed the 2024 Draft Budget with the Board. Accordingly, Mr. Pippert made a motion to approve the 2024 Operating Budget as presented noting a 2% increase in water and sewer rates effective January 1, 2024, seconded by Mr. Corbin and approved by the Board 4-0. A copy of the approved budget will be sent to the Borough.

Water Department:

- A. Management reported 273,687 gallons per day water usage for the month of November 2023. Authority wells produced 188,677 gallons per day and 95,238 gallons per day were taken from the interconnections.

Sewer Department:

- A. Management reported on October 2023 flows of a daily average flow of 0.1225 MGD and a total flow of 3.7983 million gallons for the month.

BOROUGH OPERATIONS:

- A. Borough Operations – November
 1. Empty trash in Pavilion and at Trailhead.

ENGINEER'S REPORT:

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

- A. Game Farm Road Bid– Mr. Scully reviewed the Project with the Board. The Bid for the project will be placed on PennBid in January.

The Board recessed to an Executive Session at 6:30 p.m. to discuss personnel matters. No action was taken The Board reconvened to the regular meeting.

SOLICITOR'S REPORT:

Mr. Grimm reviewed the Solicitor's Report with the Board.

- A. Baghurst Modified Access Order –Mr. Rash made a motion to approve the modified Access Agreement with the EPA, seconded by Mr. Corbin and approved by the Board 4-0.
- B. Farm View Developer Agreement – No action taken.

ADJOURNMENT:

There being no further business brought before the Board, Mr. Pippert made a motion to adjourn, seconded by Mr. Corbin and approved by the Board, 4-0, adjourned at 8:37 pm.

Respectfully submitted:

Board Member