

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: DECEMBER 11, 2019**

1

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 Blake Romanowski, 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.

MINUTES:

Chairman Markley then presented the minutes of November 13, 2019 and asked for approval when, Mr. Whitko moved and Mr. Pippert seconded, accepting the Board of Director's meeting minutes of November 13, 2019, by a 5-0 vote.

VISITORS:

Confirmed Appointments – None

FINANCIAL REPORT:

The Board then reviewed Bill List 12/2019A in the amount of \$236,384.00. The Board reviewed checks to be signed in the amount of \$48,906.87. One check was signed prior to the Board meeting in the amount of \$154,052.44. In addition, payroll and pension transfers are in the amount of \$29,676.94; automatic withdrawals in the amount of \$3,747.75. Total Financial transactions of \$236,384.00 which summary is as follows:

Checks at meeting	\$ 48,906.87
Checks prior to meeting	\$ 154,052.44
Payroll & Pension Transfers	\$ 29,676.94
Automatic Transfers	\$ 3,747.75
Total	<u>\$ 236,384.00</u>

Accordingly, Mr. Pippert made a motion to approve Bill List 12/2019A in the amount of \$236,384.00 seconded by Mr. Whitko and approved by the Board 5-0.

The Board then reviewed Bill List 12/2019B in the amount of \$2,196.50 which summary is as follows:

Professional Costs	\$ 96.50
Construction Costs	\$ 2,100.00
Total	<u>\$ 2,196.50</u>

Accordingly, Mr. Pippert made a motion to approve Bill List 12/2019B in the amount of \$2,196.50, seconded by Mr. Whitko and approved by the Board 5-0.

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: DECEMBER 11, 2019**

2

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 Seventy-Three (73) Shut-off Letters sent in the month of November totaling \$14,340.86. The total amount collected was \$14,250.42. Seventy (70) customers paid in full and Three (3) made partial payments and agreed to a payment plan.
2. 2020 SBA Meeting Schedule – Mr. Whitko made a motion to approve the 2020 Authority Board meeting dates, seconded by Mr. Slater and approved by the Board 5-0.
3. 2020 SBA Fee Schedule –Mr. Pippert made a motion to approve the 2020 Fee Schedule, seconded by Mr. Whitko and approved by the Board 5-0.
4. Baghurst Alley/EPA – Mr. Sullivan provided a detailed update to the Board.

B. Water Department

1. Management reported 334,658 gallons per day water usage for the month of November 2019. Authority wells produced 222,223 gallons per day and 112,435 gallons per day were taken from the interconnection.

C. Sewer Department:

1. Management reported on October 2019 flows of a daily average flow of 0.1987 MGD and a total flow of 6.1587 million gallons for the month.

BOROUGH OPERATIONS:

A. Borough Operations – November

1. Emptied trash in Pavilion and at Trailhead on multiple occasions
2. Mounted and tested all plows on trucks, worked on salt spreader and placed snow markers out
3. Fixed pothole on Woodland and Miller Ave.
4. Shut off water to the Municipal Annex, removed meter and store meter at SBA

ENGINEER'S REPORT:

Blake Romanowski, 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. Romanowski referred the Board to the written report

1. H2O Pa. Water & Sewer and Pa. Small Water & Sewer Grant Application – Mr. Romanowski provided an update to the Board.

B. Water

1. Main Street Reconstruction Project – Mr. Romanowski provided an update to the Board.

SOLICITOR’S REPORT:

Peter Nelson of Grim Biehn & Thatcher, the Authority Solicitor’s provided a brief update for ongoing projects.

CHAIRMAN’S MINUTE:

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 7:25 p.m.

Respectfully submitted:

Board Member