

SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: December 12, 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.

MINUTES:

Chairman Markley then presented the Regular meeting minutes of November 14, 2018 and asked for approval when, Mr. Slater moved and Mr. Pippert seconded, accepting the Board of Director's Regular meeting minutes of November 14, 2018, by a 5-0 vote.

VISITORS:

A. Confirmed Appointments – None

FINANCIAL REPORT:

The Board then reviewed Bill List 12/2018A in the amount of \$432,277.07. The Board reviewed checks to be signed in the amount of \$91,453.52 and checks mailed prior to the meeting in the amount of \$152,572.81 for a total amount of \$244,026.33. In addition, payroll, pension checks, and other transfers are in the amount of \$32,111.65 and automatic withdrawals in the amount of \$156,139.09 for the sub-total \$188,250.74. Total Financial transaction of \$432,277.07 which summary is as follows:

Checks at meeting	\$ 91,453.52
Checks prior to meeting	<u>\$ 152,572.81</u>
	\$ 244,026.33
Payroll, Pension & Other Transfers	\$ 32,111.65
Automatic Transfers	<u>\$ 156,139.09</u>
	\$ 188,250.74
Total Transfers and Checks	<u>\$ 432,277.07</u>

Accordingly, Mr. Whitko made a motion to approve Bill List 11/2018A in the amount of \$432,277.07 seconded by Mr. Pippert and approved by the Board 5-0.

The Board the reviewed Bill List 12/2018B, Transfer from PennVEST account to cover Church Road/Main Street Water extension contract payments in the amount of \$29,290.03. Total Financial transaction of \$29,290.03 which summary is as follows:

Transfer from PennVEST to Operating Account	\$29,290.03
Total Transfers	<u>\$ 29,290.03</u>

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Accordingly, Mr. Whitko made a motion to approve Bill List 12/2018B in the amount of \$29,290.03 seconded by Mr. Pippert and approved by the Board 5-0.

The Board the reviewed Bill List 12/2018C, Church Road/Main Street Water extension Additional Costs, in the amount of \$317,966.85. The Board reviewed checks to be signed in the amount of \$159,192.68 and checks mailed prior to the meeting in the amount of \$59,814.71. In addition, transfers to Operating account for payment in the amount of \$98,959.46. Total Financial transactions of \$317,966.85

Accordingly, Mr. Whitko made a motion to approve Bill List 12/2018C in the amount of \$317,966.85 seconded by Mr. Pippert 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-Seven (57) Shut-off Letters sent in the month of November totaling \$12,520.34. The total amount collected was \$12,158.78. Fifty-Four (54) customers paid in full, One (1) customer made a partial payment and Two (2) customers were sent a certified letter with a termination date of December 31, 2018 due to non-payment of the water & sewer account.
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. At this point the EPA is looking into onsite well options for the project.
4. Approval of the 2019 Borough Labor Rates and Draft 2019 Labor Agreement - No changes were made to the Borough Labor Rates and Labor Agreement for 2019.
5. Approval of the 2019 SBA Board Meeting Dates – Mr. Pocius made a motion to approve the 2019 Authority Board meeting dates, seconded by Mr. Whitko and approved by the Board 5-0
6. Approval of the 2019 SBA Fee Schedule – Mr. Whitko made a motion to approve the 2019 Fee Schedule as amended, seconded by Mr. Pocius and approved by the Board 5-0.

The Board entered an executive session at 7:22 to discuss personnel matters. The Board came out of executive session at 7:35.

Water Department:

- A. Management reported 366,850 gallons per day water usage for the month of November 2018. Authority wells produced 254,996 gallons per day and 111,854 gallons per day were taken from the interconnection.

Sewer Department:

- A. Management reported on October 2018 flows of a daily average flow of 0.1786 MGD and a total flow of 5.5376 million gallons for the month.

BOROUGH OPERATIONS:

- A. Borough Operations – November
 1. Empty trash in Pavilion, Municipal Annex and at the Trailhead.
 2. Placed “Road Closed” signs out at Park Ave & closed road due to storm
 3. Cut up downed tree on Summit & Woodland due to storm
 4. Filled ruts in Meadow parking lot with top soil, grass seed & straw
 5. Pushed back tree with backhoe and filled hole on Mt. View

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. Authority –
- B. Water –
 1. Church and Main Street Water Main Paving – Mr. Ebert updated the Board on the project as well as the paving of the roads. D.J. Pinciotti has completed all of the service connections.
- C. Sewer -
 1. I & I – Sewer Repairs – Mr. Ebert provided an update to the Board.
- D. Developments –
 1. Lumberyard – The Escrow has been released to the Developer, retaining 10% for 12 months.
 2. Centennial Street Apartments – Mr. Ebert provided an update to the Board.
 3. Ragusa Tract – Water mains are installed. The developer is installing services to the properties.
 4. Sacks Land Development – Mr. Ebert provided an update to the Board.
 5. 817 Limerick Road Development - 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.

- A. Authority –
 - a. Main Street Reconstruction Project – Ms. Fiala provided an update to the Board.

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Mr. Pocius made a motion to approve the Main Street settlement agreement with the bonding company as presented requiring two Board member signatures, seconded by Mr. Whitko and approved by the Board 5-0.

CHAIRMAN'S MINUTE:

A. Announcements

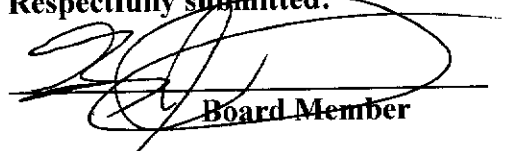
1. Christmas Luncheon
2. Board Appointment 2019 – Thomas Slater, Sr.

I-Pads - Mr. Pocius made a motion to authorize the Manager to purchase of I-pads for the Board Members to access the Meeting Packets, seconded by Mr. Pippert and approved by the Board 4-1.

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 8:30 p.m.

Respectfully submitted:



Board Member