

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING
December 14, 2022– 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 9, 2022**
- V. VISITORS:**
 - A. Confirmed Appointments: 106 2nd Ave, Lower Frederick**
 - B. From the Floor:**

- VI. FINANCIAL REPORT:**
 - A. Bills List 12/2022 in the amount of \$262,883.04**
 - 1. Checks – \$74,704.63**
 - 2. Payroll and Pension Transfers – \$38,952.09**
 - 3. Checks Paid Before Meeting – \$149,226.32**
 - B. Bills List 11/2022A Flood Damage Repair– \$3,295.00**
 - 1. Checks – \$3,295.00**
 - C. Income Statement and Summary**

- VII. MANAGEMENT REPORT**
 - A. ADMINISTRATION**
 - 1. Report of Delinquent Accounts: There were Fifty-One (51) Shut Off letters sent in the month of November totaling \$37,720.07. The total amount collected was \$36,398.96. Forty-Two (42) customers paid in full and Nine (9) customers made a partial payment.**
 - 2. Baghurst Alley Rate Resolution 22-01**
 - 3. Draft Fee Schedule**
 - 4. Draft Meeting Dates for 2023**
 - 5. SBA Administration Building**
 - 6. Ongoing Flood Restoration Efforts**
 - 7. Game Farm Road- Water Main upgrade Main Street to Summit re: PennDOT paving plans**

 - B. WATER DEPARTMENT**
 - 1. Water production – November**
 - a. 252,588 GPD**
 - b. 169,525 Wells**
 - c. 86,170 Interconnections**

 - C. SEWER DEPARTMENT**
 - 1. Discharge monitoring Report**
 - a. October – Daily Average Flow 0.2277**
 - b. October – Total Monthly Flow 7.0585**
 - 2. Operations Update**

VIII. BOROUGH OPERATIONS**A. Borough Operations – November**

1. Emptied trash at Trailhead and Pavilion
2. Replaced stop sign on Walnut & Main
3. Replaced Speed limit sign @ Centennial & Main
4. Set out Salt Bins in the Borough
5. Set out Snow Plow Markers in the Borough

IX. ENGINEERING REPORT: Refer to enclosed written report.**A. Authority**

1. See Written Report
2. Water Grant Resolution 22-02
3. Consideration to award Fence Bid for WWTP

X. SOLICITOR'S REPORT:**A. Authority****B. Developments****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 Chairman John Markley.

ROLL CALL:

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

Also, attending at the invitation of the Board were, Frederick Ebert, P.E., President of Ebert Engineering, Inc., Consulting Engineer to the Authority; Colby Grim, representing the Authority's Solicitor's firm of Grim, Biehn & Thatcher; John Scully, President of Private Utility Enterprises, Inc., Management Consultant to the Authority.

MINUTES:

Chairman Markley then presented the minutes of November 9, 2022 and asked for approval when, Mr. Rash moved and Mr. Pippert seconded, accepting the Board of Director's meeting minutes of November 9, 2022 as amended, by a 5-0 vote.

VISITORS:

Confirmed Appointments - none

Karen Slater

FINANCIAL REPORT:

The Board then reviewed Bill List 12/2022 in the amount of 262,883.04. The Board reviewed checks to be signed in the amount of \$74,704.63. In addition, payroll and pension transfers in the amount of \$38,952.09. Total Financial transaction of \$262,883.04 which summary is as follows:

Checks at meeting	\$ 74,704.63
Payroll, Pension & Other Transfers	\$ 38,952.09
Checks Paid Before Meeting	\$ 149,226.32
Total Transfers and Checks	<u>\$ 262,883.04</u>

Accordingly, Mr. Pippert made a motion to approve Bill List 12/2022 in the amount of \$262,883.04, seconded by Mr. Slater and approved by the Board 5-0.

The Board then reviewed Bill List 12/2022A in the amount of \$3,295.00. The Board reviewed checks to be signed in the amount of \$3,295.00. Accordingly, Mr. Rash made a motion to approve Bill List 12/2022A, in the amount of \$3,295.00, seconded by Mr. Slater and approved by the Board 5-0.

The Board generally reviewed the financial reports as well as the income statement and summary. Mr. Scully noted that he answered several questions related to the bill payment list. Mr. Pippert has reviewed the bank statements and account transfers for the financial statements with the Authority Board.

MANAGEMENT REPORT:

Administration:

1. Report of Delinquent Accounts - There were Fifty-One (51) Shut Off letters sent in the month of November totaling \$37,720.07. The total amount collected was \$36,398.96. Forty-Two (42) customers paid in full and Nine (9) customers made partial payments.
2. Baghurst Alley/EPA – Resolution 22-01 - Mr. Pippert made a motion to approve the Baghurst Alley – Resolution 22-01, as presented, seconded by Mr. Slater and approved by the Board 5-0
3. 2023 SBA Fee Schedule – Mr. Rash made a motion to approve the 2023 Fee Schedule, seconded by Mr. Pippert and approved by the Board 5-0.
4. 2023 SBA Meeting Date Schedule – Mr. Pippert made a motion to approve the 2023 Authority Board meeting dates, seconded by Mr. Rash and approved by the Board 5-0.
5. SBA Administration Building - Mr. Scully and Mr. Ebert provided an update to the Board.
6. Ongoing Flood Restorations – Mr. Scully provided an update to the Board.
7. Game Farm Rd – Water Main upgrade Main Street to Summit Ave re: PennDot paving plans - Ebert Engineering is working on cost estimates for the project.

Water Department:

- A. Management reported 252,588 gallons per day water usage for the month of November 2022. Authority wells produced 169,525 gallons per day and 86,170 gallons per day were taken from the interconnection.

Sewer Department:

- A. Management reported on October 2022 flows of a daily average flow of 0.2277 MGD and a total flow of 7.0585 million gallons for the month.

BOROUGH OPERATIONS:

- A. Borough Operations – November
 1. Empty trash in Pavilion and at Trailhead.
 2. Replace stop sign on Walnut & Main
 3. Replace speed limit sign @ Centennial & Main
 4. Set out salt bins in the Borough
 5. Set out snow pow markers in the Borough

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
 1. Water Grant Resolution 22-02 – Mr. Pippert made a motion to approve Resolution 22-02 Water Grant Application, as presented, seconded by Mr. Slater, and approved by the Board 5-0.
Mr. Corbin made a motion to authorize John Scully, the Authority Executive Director, to sign all necessary documents related to the Grant application on behalf of the Board, seconded by Mr. Slater and approved by the Board 5-0

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2. Award Fence Bid for WWTP – Mr. Slater made a motion to accept the lowest bid, in the amount of \$31,150.00 from County Line Fence, seconded by Mr. Corbin and approved by the Board 5-0

SOLICITOR’S REPORT:

Colby Grim of Grim Biehn & Thatcher, provided a brief report to the Board.

CHAIRMAN’S MINUTE:

ADJOURNMENT:

There being no further business brought before the Board, Mr. Rash made a motion to adjourn, seconded by Mr. Corbin and approved by the Board, 5-0, adjourned at 7:50 pm.

Respectfully submitted:

Board Member