

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: MAY 11, 2022**

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ROLL CALL:

The Regular meeting of the Schwenksville Borough Authority was called to order at Heidelberg Church, 251 Perkiomen Ave, 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 Assistant 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 April 13, 2022 and asked for approval when, Mr. Pippert moved and Mr. Slater seconded, accepting the Board of Director's meeting minutes of April 13, 2022, by a 5-0 vote.

VISITORS:

Karen Slater
Chris Melville

FINANCIAL REPORT:

The Board then reviewed Bill List 5/2022 in the amount of \$98,235.81. The Board reviewed checks to be signed in the amount of \$67,040.22 and checks mailed prior to the meeting in the amount of \$240.00 In addition, payroll and pension transfers in the amount of \$30,955.59. Total Financial transaction of \$98,235.81 which summary is as follows:

| | |
|------------------------------------|---------------------|
| Checks at meeting | \$ 67,040.22 |
| Checks prior to meeting | \$ 240.00 |
| | <u>\$ 67,280.22</u> |
| Payroll, Pension & Other Transfers | \$ 30,955.59 |
| Total Transfers and Checks | <u>\$ 98,235.81</u> |

Accordingly, Mr. Pippert made a motion to approve Bill List 5/2022 in the amount of \$98,235.81, seconded by Mr. Rash and approved by the Board 5-0.

The Board then reviewed Bill List 5/2022A in the amount of \$9,555.00. The Board reviewed checks to be signed in the amount of \$9,555.00. Accordingly, Mr. Slater made a motion to approve Bill List 5/2022A, in the amount of \$9,555.00, seconded by Mr. Rash 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. The 2021 Audit is in the final stages with a presentation of the Draft Financials at the June 2022 meeting.

MANAGEMENT REPORT:

Administration:

1. Report of Delinquent Accounts - There were Thirty-Seven (37) Shut Off letters sent in the month of April totaling \$8,960.57. The total amount collected was \$9,008.05. Thirty-Two (32) customers paid in full. Five (5) customers made partial payments and agreed to make monthly payments until paid in full.
2. Proposed Development – THP -No new information is available on the project.
3. Baghurst Alley/EPA – Mr. Scully provided an update to the Board and reviewed the current rate schedule. A detailed accounting will be provided to the Board for review at the next Authority meeting.
4. SBA Administrative Building – Staff provided an update to the Board.
5. Flood Restorations – Mr. Scully provided an update to the Board.
6. Paperless Billing and Automatic Payment Withdrawals – Mr. Scully provided an update to the Board.
7. Water Service Agreements –
 - a. 10 2nd Ave, Lower Frederick (1 EDU)- Mr. Pippert made a motion to approve the Water Service Agreement (1-EDU) for the property located at 10 2nd Ave, Lower Frederick, seconded by Mr. Slater and approved by the Board 5-0.
 - b. 974 Gravel Pike (1 EDU) - Mr. Slater made a motion to approve the Water Service Agreement (1-EDU) for the property located at 974 Gravel Pike, seconded by Mr. Rash and approved by the Board 5-0.

Water Department:

- A. Management reported 274,493 gallons per day water usage for the month of April 2022. Authority wells produced 175,354 gallons per day and 151,722 gallons per day were taken from the interconnection.

Sewer Department:

- A. Management reported on March 2022 flows of a daily average flow of 0.20031 MGD and a total flow of 6.20952 million gallons for the month.

BOROUGH OPERATIONS:

- A. Borough Operations – April
 1. Empty trash in Pavilion and at Trailhead twice in April.
 2. Filled potholes on Mountainview & cleaned roadway
 3. Moved picnic tables from SBA yard to pavilion using backhoe
 4. Reinstalled pole & street sign on Perkiomen Ave & 4th St
 5. Secured new 4” cleanout cap in place at Borough Hall
 6. Picked up sticks & debris and brought to Barnside Farm Compost

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. Plant Odor Control and Flood Control Evaluation – Mr. Ebert provided an update to the Board.
 - i. Tree Removal-Tree removal on the berm will begin the week of May 16, 2022. Mr. Pippert made a motion to approve the lowest bid amount, contract with McCalley Tree Service, in the amount of \$10,795.00 for tree removal on the berm, seconded by Mr. Slater and approved by the Board 5-0.
 - ii. Berm Restoration – The Authority bid the Berm restoration. The bid documents state that the Authority will purchase and deliver the cinderblocks for the retaining wall. Mr. Slater made a motion to approve the lowest bid from Passerini Construction, in the amount of \$19,050.00 for berm restoration as specified in the bid documents, seconded by Mr. Corbin and approved by the Board 5-0.
 - iii. Berm Restoration –Mr. Pippert made a motion to approve the purchase and delivery of the cinderblocks, not to exceed \$5,000.00 for berm restoration, seconded by Mr. Slater and approved by the Board 5-0.

B. Water

1. Water Main Replacement Projects for 2nd & 3rd Avenue – Mr. Ebert provided and update to the Board.
2. Water Allocation Report – Mr. Ebert provided an update to the Board.

C. Sewer

1. I & I – Sewer Repairs – Mr. Ebert provided an update to the Board.
2. Sanitary Sewer Lining Project – Mr. Ebert provided an update to the Board.

D. Developments

1. Lumberyard - Mr. Ebert provided an update to the Board.

SOLICITOR’S REPORT:

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

Lumberyard – Mr. Grim provided an update to the Board.

Centennial Apartments – Mr. Grim provided an update 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 7:55 pm.

Respectfully submitted:

Board Member