

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: FEBRUARY 14, 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 Vice Chairman Donald Whitko.

ROLL CALL:

In addition to Vice Chairman Whitko, other members present were Treasurer Greg Pocius, Secretary 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. Chairman John Markley was excused from attendance.

The Pledge of Allegiance was recited.

MINUTES:

Vice Chairman Whitko then presented the minutes of January 10, 2018 and asked for approval when, Mr. Pocius moved and Mr. Slater seconded, accepting the Board of Director's meeting minutes of January 10, 2018, by a 4-0 vote.

VISITORS:

There were no visitors.

FINANCIAL REPORT:

The Board then reviewed Bill List 2/2018A in the amount of \$61,013.49 and reviewed checks mailed prior to the meeting in the amount of \$6,100.64 for a total amount of \$67,114.13. In addition, payroll, pension checks, and other transfers are in the amount of \$38,458.84 and automatic payroll withdrawals in the amount of \$56,629.73 for the sub-total \$95,088.57. Total Financial transaction of \$162,202.70 which summary is as follows:

Checks at meeting	\$ 61,013.49
Checks prior to meeting	\$ 6,100.64
	<u>\$ 67,114.13</u>
Payroll, Pension & Other Transfers	\$ 38,458.84
<u>Automatic Transfers</u>	\$ 56,629.73
	\$ 95,088.57
Total Transfers and Checks	<u>\$ 162,202.70</u>

Accordingly, Mr. Pocius made a motion to approve Bill List 2/2018A in the amount of \$162,202.70, seconded by Mr. Slater and approved by the Board 4-0.

The Board then reviewed Bill List 2/2018B in the amount of \$4,063.00.

Accordingly, Mr. Pippert made a motion to approve Bill List 2/2018B in the amount of \$4,063.00, seconded by Mr. Pocius and approved by the Board 3-0-1.

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

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: FEBRUARY 14, 2018**

2

from Mr. Pocius and he has reviewed the bank statements and account transfers for the financial statements prior to the Board Meeting.

Mr. Sullivan generally reviewed the two year actuarial report for the Authority Defined Pension Plan. The defined pension plan has been frozen. It is projected that there will be no obligation for Authority for the next two years.

MANAGEMENT REPORT:

A. Administration:

1. Report of Delinquent Accounts - There were Thirty Eight (38) Shut-off Letters sent in the month of January totaling \$7,880.09. The total amount collected was \$8,599.60. Thirty-Two (32) customers paid in full and Six (6) customers made partial payments and agreed to a payment plan.
2. 1817 N. Limerick Road - Mr. Pocius made a motion to approve the Professional Service Agreement between the Authority and 817 N. Limerick Road in the amount of \$5,000, seconded by Mr. Pippert and approved by the Board 4-0.
3. Main Street Paving Project – Mr. Ebert provided an update on the project.
4. Pennvest Loan Update – Mr. Sullivan provided an update on the Pennvest loan funds, application process and timing.
5. H2O Grant - Resolution # 2018-01 – A motion was made by Mr. Pocius and seconded by Mr. Pippert to approve Resolution 2018-01 authorizing the application for the Small Water and Sewer Grant. The motion passed with a 4-0 vote.

Water Department:

- A. Management reported 327,187 gallons per day water usage for the month of January 2018. Authority wells produced 241,541 gallons per day and 85,646 gallons per day were taken from the interconnection.

Sewer Department:

- A. Management reported on December 2017 flows of a daily average flow of 0.1395 MGD and a total flow of 4.324 million gallons for the month.

BOROUGH OPERATIONS:

- A. Borough Operations – January
1. Replaced Stop Sign batteries
 2. Empty trash in Pavilion and at Trailhead once a week.
 3. Plowed and Salted Borough roads
 4. Placed bucket of salt inside meeting room @ old Fire House (300 Main)
 5. Posted legal notices at 90 Main St (Empty Lot) and on meeting room door at the old Fire House (300 Main)

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: FEBRUARY 14, 2018**

3

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. 2017 Chapter 94 Proposal – Mr. Ebert presented a proposal for the 2017 Chapter 94 report for the Board's consideration. On motion of Mr. Pocus, seconded by Mr. Pippert, the 2017 Chapter 94 proposal, as presented, was approved 4-0.

B. Water

1. Well #4 & #5 Arsenic Project – Well 4 and 5 are back on line. Final punch list have been prepared.
2. Church and Main Street Water Main Replacement – Mr. Ebert provided an update to the project and Pennvest loan progress.

C. Sewer

1. I&I Sewer Repairs – Mr. Ebert provided an update to the Board.

D. Developments

1. Centennial Apartments – Mr. Ebert provided an update to the Board noting that the developer has changed the configuration of the building plans.
2. Ragusa Tract – Mr. Ebert provided an update to the Board. Revised plans have been submitted for review.

SOLICITOR'S REPORT:

Representing the Authority Solicitor's office of Rudolph Clarke LLC, Melissa Fiala, provided an overview of the business at hand.

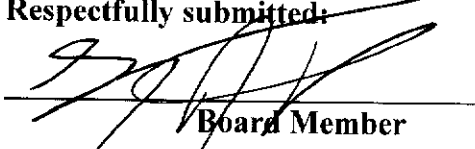
- A. River Perks Condemnation – Ms. Fiala provided an update to the Board.
- B. Lumberyard - Ms. Fiala provided an update to the Board noting that the Authority is awaiting response to previously generated comments.

CHAIRMAN'S MINUTE:

ADJOURNMENT:

There being no further business brought before the Board, Mr. Slater made a motion to adjourn, seconded by Mr. Pippert and approved by the Board, 4-0, adjourned at 7:55 p.m.

Respectfully submitted:



Board Member