

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING  
FEBRUARY 8, 2023– 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 January 11, 2023**
- V. VISITORS:**
  - A. Confirmed Appointments:**
  - B. From the Floor:**
- VI. FINANCIAL REPORT:**
  - A. Bills List 2/2023 in the amount of \$101,756.57**
    - 1. Checks – \$71,597.45**
    - 2. Payroll and Pension Transfers – \$29,544.82**
    - 3. Checks Signed Prior to Meeting – \$614.30**
  - B. Bills List 2/2023A Flood Damage Repair \$19,638.25**
    - 1. Checks – \$15,935.00**
    - 2. Checks Signed Prior to Meeting – \$3,703.25**
  - C. Income Statement and Summary**
  - D. Bank Statements**
  - E. Inter Account Transfers**
- X. MANAGEMENT REPORT**
  - A. ADMINISTRATION**
    - 1. Report of Delinquent Accounts: There were Forty-One (41) Shut Off letters sent in the month of January totaling \$9,539.59. The total amount collected was \$6,322.66. Twenty-two (22) customers paid in full. Four (4) customers made a partial payment and Fifteen (15) customers did not pay.**
    - 2. SBA Administration Building – Update: Proof of Loss Statement**
    - 3. Update on Ongoing Flood Restoration Efforts**
    - 4. Updated Pricing for Truck Order**
    - 5. Borough December Bill –\$325.30/44,500 gallons - Frozen Pipes**
    - 6. Actuary Report**
    - 7. Q4 2022 Pension Statement**
  - B. WATER DEPARTMENT**
    - 1. Water production – January**
      - a. 273,297 GPD**
      - b. 185,933 Wells**
      - c. 94,319 Interconnections**
    - 2. Operations Update**
  - C. SEWER DEPARTMENT**
    - 1. Discharge Monitoring Report**
      - a. December – Daily Average Flow 0.301**
      - b. December – Total Monthly Flow 9.3325**
    - 2. Operations Update**
- XI. BOROUGH OPERATIONS**

**A. Borough Operations – January**

- 1. Emptied trash at trailhead and pavilion**
- 2. Filled Pot holes on Summit Ave & 2<sup>nd</sup> St**
- 3. Placed Stop Signs out @ Perkiomen & Main due to accident & stop sign damage**
- 4. Filled in Storm Sewer sink hole on Library Alley**

**XII. ENGINEERING REPORT: Refer to enclosed written report.**

**A. Authority**

- 1. See Written Report**
- 2. Water Grant**

**XII. SOLICITOR'S REPORT:**

**A. Authority**

**B. Developments**

**XIV. CHAIRMAN'S MINUTE:**

**A. Announcements**

**XV. ADJOURN:**

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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 Secretary Brian Corbin, Treasurer Brian Pippert and Secretary Treasurer Darren Rash. Vice Chairman Thomas Slater was excused from attendance.

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 January 11, 2023 and asked for approval when, Mr. Corbin moved and Mr. Pippert seconded, accepting the Board of Director's meeting minutes of January 11, 2023 by a 4-0 vote.

**VISITORS:**

Confirmed Appointments - none

Marla Hexter  
Chris Melville

**FINANCIAL REPORT:**

The Board then reviewed Bill List 2/2023 in the amount of **\$101,756.57**. The Board reviewed checks to be signed in the amount of \$71,597.45. In addition, payroll and pension transfers in the amount of \$29,544.82. Total Financial transaction of \$101,756.57 which summary is as follows:

Checks at meeting	\$ 71,597.45
Payroll, Pension & Other Transfers	\$ 29,544.82
Checks Paid Before Meeting	\$ 614.30
Total Transfers and Checks	<b><u>\$ 101,756.57</u></b>

Accordingly, Mr. Corbin made a motion to approve Bill List 2/2023 in the amount of \$101,756.57, seconded by Mr. Pippert and approved by the Board 4-0.

The Board then reviewed Bill List 2/2023A in the amount of \$19,638.25. The Board reviewed checks to be signed in the amount of \$15,935.00. Accordingly, Mr. Rash made a motion to approve Bill List 2/2023A, in the amount of \$3,703.25, seconded by Mr. Pippert and approved by the Board 4-0.

The Board generally reviewed the financial reports as well as the income statement and summary.

**MANAGEMENT REPORT:**

**Administration:**

1. Report of Delinquent Accounts - There were Forty-One (41) Shut Off letters sent in the month of January totaling \$9,539.59. The total amount collected was \$6,322.26. Twenty-Two (22) customers paid in full, Four (4) customers made a partial payment and Fifteen customers did not pay.
2. SBA Administration Building - Mr. Scully and Mr. Ebert provided an update to the Board.
3. Ongoing Flood Restorations – Mr. Scully reviewed the Insurance proposal for reimbursement in relation to the flood.
4. Update pricing for truck– Mr. Scully provided an update on the pricing of the Truck.  
Mr. Pippert made a motion to rescind the December 2021 vote to purchase the truck, not to exceed \$75,000, seconded by Mr. Rash, by a vote of 4-0.  
  
Mr. Pippert made a motion to purchase the truck, not to exceed \$85,000, seconded by Mr. Rash, by a vote of 4-0.
5. Borough December bill – Frozen pipes - \$325.30/44,500 gallons - Mr. Corbin made a motion to credit the Borough account, in the amount of \$325.30, due to additional use due to Frozen pipes, seconded by Mr. Pippert, by a vote of 3-0-1. Mr. Corbin abstained from the vote.
6. Actuary Report - Mr. Scully provided an update to the Board.
7. Q4 2022 Pension Statement - Mr. Scully provided an update to the Board.

**Water Department:**

- A. Management reported 2736,297 gallons per day water usage for the month of January 2023. Authority wells produced 185,933 gallons per day and 94,319 gallons per day were taken from the interconnection.

**Sewer Department:**

- A. Management reported on December 2022 flows of a daily average flow of 0.301 MGD and a total flow of 9.3325 million gallons for the month.

**BOROUGH OPERATIONS:**

- A. Borough Operations – January
  1. Empty trash in Pavilion and at Trailhead.
  2. Filled potholes on Summit Ave & 2<sup>nd</sup> St
  3. Placed Stop Sign out @ Perkiomen & Main due to accident & stop light damage
  4. Filled in Storm Sewer sink hole on Library Alley

**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 - Mr. Ebert provided an update to the Board.

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**SOLICITOR'S REPORT:**

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

- A. Authority
- B. Developments

**CHAIRMAN'S MINUTE:**

- A. Announcements

**ADJOURNMENT:**

There being no further business brought before the Board, Mr. Pippert made a motion to adjourn, seconded by Mr. Rash and approved by the Board, 4-0, adjourned at 7:45 pm.

**Respectfully submitted:**

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**Board Member**