

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING: FEBRUARY 9, 2022**

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**ROLL CALL:**

The Regular meeting of the Schwenksville Borough Authority was called to order at Jerusalem Lutheran Church, 311 2<sup>nd</sup> 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 and Secretary Treasurer Darren Rash. Assistant Secretary Joe Giunta 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 S. 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 12, 2022 and asked for approval when, Mr. Pippert moved and Mr. Slater seconded, accepting the Board of Director's meeting minutes of January 12, 2022, by a 4-0 vote.

**VISITORS:**

Karen Sloster, Lower Frederick Township  
Marla Hexter, Lower Frederick Township

Joe Phillips, Phillips and Donovan Architects, LLC.  
Mr. Slater made a motion to authorize Phillips and Donovan Architects, LLC to determine cost estimates for the rehabilitation of the existing office and new office, not to exceed \$2,500, seconded by Mr. Pippert and approved by the Board 4-0.

**FINANCIAL REPORT:**

The Board then reviewed Bill List 2/2022 in the amount of \$99,914.10. The Board reviewed checks to be signed in the amount of \$66,317.61 and checks mailed prior to the meeting in the amount of \$1,237.28 for a total amount of \$67,554.89. In addition, payroll and pension transfers in the amount of \$32,359.21. Total Financial transaction of \$99,914.10 which summary is as follows:

Checks at meeting	\$ 66,317.61
Checks prior to meeting	\$ 1,237.28
	<u>\$ 67,554.89</u>
Payroll, Pension & Other Transfers	\$ 32,359.21
Total Transfers and Checks	<u>\$ 99,914.10</u>

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Accordingly, Mr. Slater made a motion to approve Bill List 2/2022 in the amount of \$99,914.10, seconded by Mr. Pippert and approved by the Board 4-0.

The Board then reviewed Bill List 2/2022A in the amount of \$36,740.81. Accordingly, Mr. Pippert made a motion to approve Bill List 2/2021A, in the amount of \$32,740.81, seconded by Mr. Rash and approved by the Board 4-0.

The Board then reviewed Bill List 2/2022B in the amount of \$46,216.90. Accordingly, Mr. Slater made a motion to approve Bill List 2/2021B, in the amount of \$46,216.90, seconded by Mr. Rash and approved by the Board 4-0.

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:**

**A. Administration:**

1. Report of Delinquent Accounts - There were Sixty-Seven (67) Shut Off letters sent in the month of January totaling \$22,097.32. The total amount collected was \$17,505.99. Fifty-Nine (59) customers paid in full. Five (5) customers made partial payments and agreed to make monthly payments until paid in full. Three (3) customers were granted hardship extensions.
2. Proposed Development – THP -Mr. Scully and Mr. Ebert provided an overview of the project to the Board. At this time, there is no sewer capacity available.
3. Baghurst Alley/EPA – Mr. Scully provided an update to the Board. The water main has been installed. Testing of the main will begin this week.
4. SBA Administration Building – Land Development – Mr. Scully provided an update to the Board.
5. Flood Restoration – Mr. Scully provided an update to the Board.
6. Paperless Billing and Automatic Payment Withdrawals – Mr. Scully provided an update to the Board. Staff is researching insurance to safeguard against cyber risks.
7. Rita’s Water Ice – Leak/Excessive usage November 2021 – Rita’s Water ice requested a credit on their bill due to a large leak. Mr. Scully presented to the Board the account history. Mr. Slater made a motion to make a one-time credit of 20% off the November 2021 bill as well as offering a payment plan not to exceed six months, seconded by Mr. Rash and approved by the Board 4-0.
8. 103 Meng Rd–Signed Lower Frederick Grinder Pump & Maintenance Agreement - Mr. Pippert made a motion to approve the 103 Meng Road, Grinder Pump and Maintenance Agreement, as presented, seconded by Mr. Slater and approved by the Board 4-0.

**Water Department:**

- A. Management reported 298,935 gallons per day water usage for the month of January 2022. Authority wells produced 204,525 gallons per day and 94,410 gallons per day were taken from the interconnection.

**Sewer Department:**

- A. Management reported on December 2021 flows of a daily average flow of 0.1114 MGD and a total flow of 3.4548 million gallons for the month.

**BOROUGH OPERATIONS:**

- A. Borough Operations – January
1. Empty trash in Pavilion and at Trailhead twice in December.
  2. Salted, plowed & shoveled Borough roads and sidewalks.

**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.
- B. Water
1. Water Main Replacement Projects for 2<sup>nd</sup> & 3<sup>rd</sup> Avenue – Mr. Ebert provided and update to the Board.
  2. Authority Grant - Mr. Pippert made a motion to authorized Ebert Engineering to apply for to the Authority Grant, not to exceed \$2,000, seconded by Mr. Slater and approved by the Board 4-0.
- C. Sewer
1. I & I – Sewer Repairs – Mr. Ebert provided an update to the Board.
- D. Developments
1. Lumberyard - Mr. Ebert provided an update to the Board.

**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. Slater and approved by the Board, 4-0, adjourned at 9:02 pm.

**Respectfully submitted:**

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**Board Member**