

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: JANUARY 12, 2022**

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ROLL CALL:

The Regular meeting of the Schwenksville Borough Authority was called to order at Jerusalem Lutheran Church, 311 2nd St, Schwenksville at 7:00 PM by Vice Chairman Tom Slater.

ROLL CALL:

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

REORGANIZATION:

Open for Nominations

Vice Chairman Slater turned the election of the officers for the Board of Directors over to the Chairman Pro-Tem, John Scully. Accordingly, the Chairman Pro-Tem opened the floor for nominations. Mr. Scully asked if there were any proposed changes to the current slate of officers.

The 2022 Elected Officers for the Schwenksville Borough Authority Board of Directors officers are the following:

1. Chairman - John B. Markley, motion by Mr. Pippert, seconded by Mr. Rash and passed with a 4-0 vote
2. Vice Chairman – Thomas Slater, Sr, motion by Mr. Pippert, seconded by Mr. Rash and passed with a 4-0 vote
3. Secretary – Darren Rash motion by Mr. Pippert, seconded by Mr. Rash and passed with a 4-0 vote
4. Treasurer – Brian Pippert motion by Mr. Pippert, seconded by Mr. Rash and passed with a 4-0 vote
5. Asst. Secretary/Treasurer – Joe Giunta motion by Mr. Pippert, seconded by Mr. Rash and passed with a 4-0 vote

At this time, Vice Chairman Slater proceeded with the presentation and approval of the professional staff for 2022.

APPOINTMENTS of PROFESSIONAL STAFF:

Vice Chairman Slater then presented the following firms and requested a motion for approval:

Management Consultant – Private Utility Enterprises, Inc., motion by Mr. Rash, seconded by Mr. Pippert and passed with a 4-0 vote.

Engineer - Ebert Engineering, Inc. - Frederick Ebert, P.E., President, motion by Mr. Rash, seconded by Mr. Pippert and passed with a 4-0 vote.

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Solicitor - Grim, Biehn & Thatcher – Peter Nelson, Esq. motion by Mr. Rash, seconded by Mr. Pippert and passed with a 4-0 vote.

Auditor – Lopez, Teodosio & Larkin, LLC - motion by Mr. Rash, seconded by Mr. Pippert and passed with a 4-0 vote.

Pension Trustee- Univest Bank and Trust Co., motion by Mr. Rash, seconded by Mr. Pippert and passed with a 4-0 vote.

At this time, Vice Chairman Slater asked for a motion to adjourn the Reorganizational meeting and to move to the Regular Meeting, where upon Mr. Rash motioned, seconded by Mr. Pippert, and passed with a 4-0 vote.

MINUTES:

Vice Chairman Slater then presented the minutes of December 8, 2021 and asked for approval when, Mr. Pippert moved and Mr. Rash seconded, accepting the Board of Director’s meeting minutes of December 8, 2021, by a 4-0 vote.

VISITORS:

There were no visitors

FINANCIAL REPORT:

The Board then reviewed Bill List 1/2022 in the amount of \$125,471.83. The Board reviewed checks to be signed in the amount of \$74,472.88 and checks mailed prior to the meeting in the amount of \$10,983.36 for a total amount of \$67,043.91. In addition, payroll and pension transfers in the amount of \$40,377.73 3. Total Financial transaction of \$125,471.83 which summary is as follows:

Checks at meeting	\$ 74,472.88
Checks prior to meeting	<u>\$ 10,983.36</u>
	<u>\$ 85,456.24</u>
Payroll, Pension & Other Transfers	\$ 40,015.59
Total Transfers and Checks	<u>\$ 125,471.83</u>

Accordingly, Mr. Pippert made a motion to approve Bill List 1/2022 in the amount of \$125,471.83, seconded by Mr. Rash and approved by the Board 4-0.

The Board then reviewed Bill List 1/2022A in the amount of \$18,280.89. Accordingly, Mr. Pippert made a motion to approve Bill List 1/2021A, in the amount of \$18,280.99, seconded by Mr. Giunta and approved by the Board 4-0.

The Board then reviewed Bill List 1/2022B in the amount of \$51,806.01. Accordingly, Mr. Giunta made a motion to approve Bill List 1/2021B, in the amount of \$51,806.01, 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. 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 Fifty-One (51) Shut Off letters sent in the month of December totaling \$35,457. The total amount collected was \$31,916.35. Forty-Four (44) customers paid in full. Four (4) customers made partial payment and agreed to make monthly payments until paid in full. Six (6) 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 installation was started on January 10, 2022. Ebert Engineering will perform spot inspections throughout the construction.
4. SBA Administration Building – Land Development – Mr. Scully discussed options with the Board related to relocation, rebuilding and lease options. Staff is in the process of submitting an application to PEMA for relief funding. More information will be provided to the Board as it comes available.
5. Flood Restoration – Mr. Scully provided an update to the Board.
6. Clemmer 90A & 90B Main Street Escrow Release – The Board authorized the escrow release for Clemmer 90A & 90B Main Street Road Restoration escrow.

Water Department:

- A. Management reported 283,586 gallons per day water usage for the month of December 2021. Authority wells produced 197,860 gallons per day and 85,726 gallons per day were taken from the interconnection.

Sewer Department:

- A. Management reported on November 2021 flows of a daily average flow of 0.124 MGD and a total flow of 3.7201 million gallons for the month.

BOROUGH OPERATIONS:

A. Borough Operations – December

1. Empty trash in Pavilion and at Trailhead twice in December.
2. Hooked up water and sewer to Borough job trailer
3. Placed plow markers out in 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.

1. Plant Odor Control and Flood Control Evaluation – Mr. Ebert provided an update to the Board.
2. Water Main Replacement Projects for 2nd & 3rd Avenue – Mr. Ebert provided an update to the Board. The Project is substantially complete. The payment for substantial completion will be submitted for Board review at the February

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SOLICITOR'S REPORT:

Peter Nelson 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. Giunta made a motion to adjourn, seconded by Mr. Pippert and approved by the Board, 4-0, adjourned at 8:08 pm.

Respectfully submitted:

Board Member