

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING: MARCH 13, 2019**

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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 Chairman John Markley.

**ROLL CALL:**

In addition to Chairman Markley, other members present were Vice Chairman Donald Whitko, Treasurer Greg Pocius and Secretary Tom Slater and Asst. Secretary Treasurer 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.

The Pledge of Allegiance was recited.

**MINUTES:**

Chairman Markley then presented the minutes of January 9, 2019 and asked for approval when, Mr. Pippert moved and Mr. Whitko seconded, accepting the Board of Director's meeting minutes of February 13, 2019, by a 5-0 vote.

**VISITORS:**

Public Comment: Tenant at 14 Church Rd (Homeowner is Edward Smith of 179 Lederach Rd. Schwenksville). The tenant was inquiring about the Church Road project and expected completion date. Mr. Sullivan provided a brief overview of the project to the resident and informed him of the impending completion of the work as soon as weather permits.

**FINANCIAL REPORT:**

The Board then reviewed Bill List 3/2019A in the amount of \$93,543.66. The Board reviewed checks to be signed in the amount of \$63,530.45. In addition, payroll and pension transfers are in the amount of \$26,459.49 and automatic withdrawals in the amount of \$3,553.72 for the sub-total \$30,013.21. Total Financial transaction of \$93,543.66 which summary is as follows:

Checks at meeting	\$ 63,530.45
Payroll & Pension Transfers	\$ 26,459.49
<u>Automatic Transfers</u>	<u>\$ 3,553.72</u>
Total Transfers and Checks	<b><u>\$ 93,543.66</u></b>

Accordingly, Mr. Whitko made a motion to approve Bill List 3/2019A in the amount of \$93,543.66, seconded by Mr. Pippert and approved by the Board 5-0.

The Board then reviewed Bill List 3/2019B in the amount of \$9,917.44, which summary is as follows:

Professional Costs	\$ 6,218.48
<u>Construction Costs</u>	<u>\$ 3,698.96</u>
	<b><u>\$ 9,917.44</u></b>

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Accordingly, Mr. Whitko made a motion to approve Bill List 3/2019B in the amount of \$9,917.44, seconded by Mr. Pippert and approved by the Board 5-0.

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

Mr. Sullivan discussed with the Board alternative customer bill payment options as well as eliminating cash payments at the office.

**MANAGEMENT REPORT:**

A. Administration:

1. Report of Delinquent Accounts - There were Fifty (50) Shut-off Letters sent in the month of February totaling \$10,777.06. The total amount collected was \$10,250.68. Forty-Five (45) customers paid in full, Four (4) customers made partial payments and agreed to a payment plan; One (1) vacant property's water service was terminated due to non-payment of the water & sewer account.
2. Baghurst Alley/EPA — Mr. Sullivan provided an update to the Board regarding the discussions with the EPA for the possible water main extension to this development. The Authority Manger will keep the Board updated on progress made on this project.

**Water Department:**

- A. Management reported 325,296 gallons per day water usage for the month of February 2019. Authority wells produced 232,103 gallons per day and 93,193 gallons per day were taken from the interconnection.

**Sewer Department:**

- A. Management reported on January 2019 flows of a daily average flow of 0.3332 MGD and a total flow of 10.3292 million gallons for the month.

**BOROUGH OPERATIONS:**

A. Borough Operations – February

1. Empty trash in Pavilion and at Trailhead
2. Replace Street Sign @ Woodland and Summit
3. Filled potholes with backhoe on Summit, Clearfield, Pleasantview, 2<sup>nd</sup> St & 60 and 68 Main St
4. Salted & plowed Borough Roads

Mr. Pocius made a motion to make payment for a portable bathroom for use at the Borough Community Day, seconded by Mr. Pippert and approved by the Board, 5-0.

**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

B. Water

1. Church/Main Street Water Main Project - Mr. Ebert provided an update to the project.
2. Change Order #1 Contract 19-1 –Mr. Pocius moved and Mr. Slater seconded, accepting Change Order #1, Contract 19-1, in the amount of \$21,008.33 for the relocation of the sewer line as indicated in the change order, by a 5-0 vote.

C. Developments

1. Lumberyard –Mr. Ebert referred the Board to his written report.
2. Centennial Apartments – Mr. Ebert provided an update to the Board.
3. Ragusa Tract –Mr. Ebert provided an update to the Board.
4. Sacks Land Development (Dunkin' Donuts) – A service agreement has been prepared and has been forwarded to the developer for review and execution.

**SOLICITOR'S REPORT:**

Melissa Fiala of Rudolph Clarke LLC the Authority Solicitor's provided a brief update for ongoing projects.

The Board entered an executive session at 8:05 p.m. to discuss potential litigation, resuming the meeting at 8:15 p.m. No action was taken.

A. Authority

- a. Main Street Project – Bondex Settlement Agreement - Mr. Slater moved and Mr. Whitko seconded, accepting the Bondex Settlement Agreement and allowing the Authority Manager to execute the document following professional review and acceptance (see attached), by a 5-0 vote.

B. Developments

- a. 817 Limerick Road – Developer Agreement - Mr. Pocius moved and Mr. Whitko seconded, accepting the Developer Agreement, contingent upon receiving the signed documents and all necessary funds are received, by a 5-0 vote.
- b. Sack's Development (Dunkin Donuts) – Water Tapping Fee Agreement - Mr. Slater moved and Mr. Pippert seconded, accepting the Water Tapping Fee Agreement between the Authority and Sack's Development, contingent upon receiving the signed documents and all necessary funds are received, by a 5-0 vote.

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**CHAIRMAN'S MINUTE:**

**ADJOURNMENT:**

There being no further business brought before the Board, Mr. Whitko made a motion to adjourn, seconded by Mr. Pocius and approved by the Board, 5-0, adjourned at 8:25 p.m.

**Respectfully submitted:**

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**Board Member**