

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING
MARCH 8– 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 February 8, 2023**
- V. VISITORS:**
 - A. Confirmed Appointments:**
 - B. From the Floor:**
- VI. FINANCIAL REPORT:**
 - A. Bills List 3/2023 in the amount of \$127,146.13**
 - 1. Checks – \$74,870.16**
 - 2. Payroll and Pension Transfers – \$40,292.03**
 - 3. Checks Signed Prior to Meeting – \$11,983.94**
 - B. Bills List 3/2023A Flood Damage Repair \$52,976.50**
 - 1. Checks – \$49,273.25**
 - 2. Checks Signed Prior to Meeting – \$3,703.25**
 - C. Income Statement and Summary**
 - D. Bank Statements**
 - E. Inter Account Transfers**
- VII. MANAGEMENT REPORT**
 - A. ADMINISTRATION**
 - 1. Report of Delinquent Accounts: There were Sixty (60) Shut Off letters sent in the month of February totaling \$37,096.37. The total amount collected was \$34,238.19. Forty-four (44) customers paid in full. Seven (7) customers made a partial payment and Nine (9) customers did not pay and a final water termination date is scheduled for March 8, 2023.**
 - 2. SBA Administration Building – Update**
 - 3. Update on Ongoing Flood Restoration Efforts- Payments received to date**
 - a. DVIT- \$76,550.00 – Building Restoration**
 - b. PEMA- \$53,751.64 – Debris Removal, Emergency pump and Generator Rentals**
 - 4. Email from John Vargo - Pension Plan - Preliminary Actuarial Results**
 - 5. Readdress Game Farm Road Paving Project**
 - B. WATER DEPARTMENT**
 - 1. Water production – February**
 - a. 244,394 GPD**
 - b. 164,387 Wells**
 - c. 93,966 Interconnections**
 - 2. Operations Update**
 - C. SEWER DEPARTMENT**
 - 1. Discharge Monitoring Report**
 - a. January – Daily Average Flow 0.2949**
 - b. January – Total Monthly Flow 9.1412**

2. Operations Update**VIII. BOROUGH OPERATIONS****A. Borough Operations – February**

- 1. Emptied trash at trailhead and pavilion**
- 2. Filled Pot holes on 2nd St**
- 3. Salted Borough Roads**

IX. ENGINEERING REPORT: Refer to enclosed written report.**A. Authority**

- 1. See Written Report**
- 2. Water Grant**
- 3. Consideration of Tapping Fee Resolution**

X. SOLICITOR'S REPORT:**A. Authority****B. Developments- Forest Lane/Centennial Apartments- Update****XI. CHAIRMAN'S MINUTE:****A. Announcements****XII. 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 Vice Chairman Thomas Slater, Secretary Brian Corbin, Treasurer Brian Pippert and Secretary Treasurer Darren Rash.

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 February 8, 2023 and asked for approval when, Mr. Pippert moved and Mr. Corbin seconded, accepting the Board of Director's meeting minutes of February 8, 2023 by a 5-0 vote.

VISITORS:

Confirmed Appointments - none

Karen Slater
Alec Hoffman
Chris Melville

FINANCIAL REPORT:

The Board then reviewed Bill List 3/2023 in the amount of **\$127,146.13**. The Board reviewed checks to be signed in the amount of \$71,597.45. In addition, payroll and pension transfers in the amount of \$40,292.03. Total Financial transaction of \$127,146.13 which summary is as follows:

Checks at meeting	\$ 71,597.45
Payroll, Pension & Other Transfers	\$ 40,292.03
Checks Paid Before Meeting	\$ 11,983.94
Total Transfers and Checks	<u>\$ 127,146.13</u>

Accordingly, Mr. Rash made a motion to approve Bill List 3/2023 in the amount of \$127,146.13, seconded by Mr. Slater and approved by the Board 5-0.

The Board then reviewed Bill List 3/2023A in the amount of \$40,292.03. The Board reviewed checks to be signed in the amount of \$3,703.25. Accordingly, Mr. Pippert made a motion to approve Bill List 3/2023A, in the amount of \$40,292.03, seconded by Mr. Rash and approved by the Board 5-0.

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 Sixty (60) Shut Off letters sent in the month of February totaling \$37,096.37. The total amount collected was \$36,317.17. Fifty-Two (52) customers paid in full and Eight (8) customers made a partial payment.
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. Pension Plan Actuarial Results – Mr. Scully reviewed the actuarial results with the Board. Due to the stock market in 2022 and the Authority obligation due in 2022, the actuary suggested a rolling amortization which will establish an average cost obligation over the next 10 years, regulating the annual costs for the Authority. Mr. Pippert made a motion to approve the 10-year rolling amortization schedule, seconded by Mr. Slater and approved by the Board 5-0.
5. Game Farm Rd Paving Project – Mr. Scully provided an update to the Board. The state will be paving Game Farm Road in 2024. The Board discussed extending the water line down Game Farm Road prior to the paving project to save money on the restoration paving after the project. Mr. Slater made a motion to authorize Ebert Engineering to create a cost estimate for the Game Farm Road Water Project, seconded by Mr. Pippert and approved by the Board 5-0.

Water Department:

- A. Management reported 244,394 gallons per day water usage for the month of February 2023. Authority wells produced 164,387 gallons per day and 93,966 gallons per day were taken from the interconnection.

Sewer Department:

- A. Management reported on January 2023 flows of a daily average flow of 0.2949 MGD and a total flow of 9.1412 million gallons for the month.

BOROUGH OPERATIONS:

- A. Borough Operations – February
 1. Empty trash in Pavilion and at Trailhead.
 2. Filled potholes on 2nd St
 3. Salted Borough Roads

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.
 2. Tapping Fee Resolution - Mr. Rash made a motion to approve the Tapping Fee Resolution, seconded by Mr. Corbin and approved by the Board 5-0. The Authority Fee Schedule will be updated as of April 1, 2023 to reflect the new Tapping Fee Rates.

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SOLICITOR'S REPORT:

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

- A. Authority
- B. Developments – Forest Lane/Centennial Apartments – Mr. Grim provided an update to the Board.

ADJOURNMENT:

There being no further business brought before the Board, Mr. Rash made a motion to adjourn, seconded by Mr. Pippert and approved by the Board, 5-0, adjourned at 7:52 pm.

Respectfully submitted:

Board Member