

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING
MARCH 9, 2022– 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 9, 2022**
- V. VISITORS:**
 - A. Confirmed Appointments:**
 - 1. Joe Phillips- Phillips & Donovan Architects**
 - B. From the Floor:**
- VI. FINANCIAL REPORT:**
 - A. Bills List 3/2022 in the amount of \$186,980.42**
 - 1. Checks – \$148,010.76**
 - 2. Payroll and Pension Transfers – \$29,662.04**
 - 3. Checks Signed Prior to Meeting - \$9,307.62**
 - B. Bills List 3/2022A Water Main Replacement Project in the amount of \$17,909.45**
 - 1. Checks–\$267.13**
 - 2. Checks Signed Prior to Meeting- \$17,642.32**
 - C. Bills List 3/2022B Flood Damage Repair \$4,506.84**
 - 1. Checks – \$4,506.84**
 - D. Income Statement and Summary**
 - E. Bank Statements**
 - F. Inter Account Transfers**
- VII. MANAGEMENT REPORT**
 - A. ADMINISTRATION**
 - 1. Report of Delinquent Accounts: There were Forty (40) Shut Off letters sent in the month of February totaling \$11,710.27. The total amount collected was \$7,384.03. Thirty (30) customers paid in full. Seven (7) customers made a partial payment and agreed to make monthly payments moving forward until the account is paid in full and Three (3) customers did not pay and liens were filed.**
 - 3. Proposed Development Updates - THP**
 - 3. Baghurst Alley/EPA- Proposed Water Main Extension – Update**
 - 4. SBA Administration Building - Update**
 - 5. Ongoing Flood Restoration Efforts - Update**
 - 6. Paperless Billing and Automatic Payment Withdrawals**
 - B. WATER DEPARTMENT**
 - 1. Water production – February**
 - a. 305,344 GPD**
 - b. 201,100 Wells**
 - c. 104,244 Interconnection**
 - 2. Operations Update**
 - C. SEWER DEPARTMENT**
 - 1. Discharge monitoring Report**
 - a. January – Daily Average Flow 0.2242**
 - b. January – Total Monthly Flow 6.9515 MG**

2. Operations Update

VIII. BOROUGH OPERATIONS

A. Borough Operations – February

1. Emptied trash at Trailhead and Pavilion twice in December
2. Salted, plowed & shoveled Borough roads & sidewalks
3. Filled potholes on 2nd & Perkiomen Ave
4. Removed Stop Sign & Sign post on Maple Ave that was hit by vehicle

IX. ENGINEERING REPORT: Refer to enclosed written report.

A. Authority

1. Update on On-Going Odor Control and Flood Control Evaluations

B. Water

1. Water Replacement Projects for 2nd & 3rd Avenues in LF Township-Update
2. Water Allocation Report
3. See Written Report

C. Sewer

1. I & I – Sewer Repairs – Update
2. Sanitary Sewer lining Project

D. Developments

1. Update on Ongoing and Proposed Developments
2. Lumberyard - Update

X. SOLICITOR'S REPORT:

A. Authority

B. Developments- Lumberyard

XI. CHAIRMAN'S MINUTE:

A. Announcements

XII. ADJOURN:

**SCHWENKSVILLE BOROUGH AUTHORITY
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ROLL CALL:

The Regular meeting of the Schwenksville Borough Authority was called to order at Heidelberg Church, 251 Perkiomen Ave, 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.

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 February 9, 2022 and asked for approval when, Mr. Pippert moved and Mr. Slater seconded, accepting the Board of Director's meeting minutes of February 9, 2022, by a 3-0 vote. Mr. Rash abstained from the vote.

VISITORS:

Joe Phillips, Phillips and Donovan Architects, LLC.

SBA Administration Building – Land Development Plans - Mr. Phillips provided proposals for multiple options for the renovation of the existing Authority building. The Board reviewed the proposals in detail. Staff will provide revised numbers to the Authority Insurance company. Final plan determination will be made by the Board after the insurance company review.

Karen Slater

FINANCIAL REPORT:

The Board then reviewed Bill List 3/2022 in the amount of \$186,980.42. The Board reviewed checks to be signed in the amount of \$148,010.76 and checks mailed prior to the meeting in the amount of \$9,307.62 for a total amount of \$157,318.38. In addition, payroll and pension transfers in the amount of \$29,662.04. Total Financial transaction of \$186,980.42 which summary is as follows:

Checks at meeting	\$ 148,010.76
Checks prior to meeting	\$ 9,307.62
	\$ 157,318.38
Payroll, Pension & Other Transfers	\$ 29,662.04
Total Transfers and Checks	\$ 186,980.42

Accordingly, Mr. Pippert made a motion to approve Bill List 3/2022 in the amount of \$186,980.42, seconded by Mr. Rash and approved by the Board 4-0.

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The Board then reviewed Bill List 3/2022A in the amount of \$17,909.45. Accordingly, Mr. Slater made a motion to approve Bill List 3/2022A, in the amount of \$17,909.45, seconded by Mr. Pippert and approved by the Board 4-0.

The Board then reviewed Bill List 3/2022B in the amount of \$4,506.84. Accordingly, Mr. Slater made a motion to approve Bill List 3/2022B, in the amount of \$4,506.84, 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:

Administration:

1. Report of Delinquent Accounts - There were Forty (40) Shut Off letters sent in the month of February totaling \$11,710.27. The total amount collected was \$7,384.03. Thirty (30) customers paid in full. Seven (7) customers made partial payments and agreed to make monthly payments until paid in full. Three (3) customers did not pay and liens were filed.
2. Proposed Development – THP -No new information is available on the project.
3. Baghurst Alley/EPA – Staff provided an update to the Board.
4. Flood Restoration – Mr. Scully provided an update to the Board.
5. Paperless Billing and Automatic Payment Withdrawals – Mr. Scully provided an update to the Board.

Water Department:

- A. Management reported 305,344 gallons per day water usage for the month of February 2022. Authority wells produced 201,100 gallons per day and 104,244 gallons per day were taken from the interconnection.

Sewer Department:

- A. Management reported on January 2022 flows of a daily average flow of 0.2242 MGD and a total flow of 6.9515 million gallons for the month.

BOROUGH OPERATIONS:

- A. Borough Operations – February
 1. Empty trash in Pavilion and at Trailhead twice in December.
 2. Salted, plowed & shoveled Borough roads and sidewalks.
 3. Filled potholes on 2nd & Perkiomen
 4. Removed Stop Sign & Sign post on Maple Ave that was hit by vehicle

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 2nd & 3rd Avenue – Mr. Ebert provided and update to the Board.
2. Water Authority Grant – Mr. Ebert provided an update to the Board.
3. Water Allocation Report – Mr. Ebert provided an update to the Board. Water loss significantly decreased in 2021 primarily due to repairs made to the water system.

C. Sewer

1. I & I – Sewer Repairs – Mr. Ebert provided an update to the Board.
2. Sanitary Sewer Lining Project – Mr. Pippert made a motion to approve the proposal for the Sanitary Sewer Lining Project in the amount of \$61,259.00, seconded by Mr. Rash and approved by the Board 4-0.

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. Pippert made a motion to adjourn, seconded by Mr. Rash and approved by the Board, 4-0, adjourned at 8:29 pm.

Respectfully submitted:

Board Member