

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: APRIL 10, 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 March 13, 2019 and asked for approval when, Mr. Whitko moved and Mr. Pippert seconded, accepting the Board of Director's meeting minutes of March 13, 2019, by a 5-0 vote.

VISITORS:

There were no visitors.

FINANCIAL REPORT:

The Board then reviewed Bill List 4/2019A in the amount of \$100,288.18. The Board reviewed checks to be signed in the amount of \$71,468.58. In addition, payroll and pension transfers are in the amount of \$25,263.38 and automatic withdrawals in the amount of \$3,556.22 for the sub-total \$28,819.60. Total Financial transaction of \$100,288.18 which summary is as follows:

Checks at meeting	\$ 71,468.58
Payroll & Pension Transfers	\$ 25,263.38
<u>Automatic Transfers</u>	<u>\$ 3,556.22</u>
Total Transfers and Checks	<u>\$ 100,288.18</u>

Accordingly, Mr. Whitko made a motion to approve Bill List 4/2019A in the amount of \$100,288.18, seconded by Mr. Pocius and approved by the Board 5-0.

The Board then reviewed Bill List 4/2019B in the amount of \$8,221.83, which summary is as follows:

Professional Costs	\$ 8,221.83
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Accordingly, Mr. Whitko made a motion to approve Bill List 4/2019B in the amount of \$8,221.83, 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

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from Mr. Pippert and Mr. Pocius and they have 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, cash payments at the office as well as safety concerns in the office. Mr. Sullivan and Mr. Scully are working to enhance safety in the office.

MANAGEMENT REPORT:

A. Administration:

1. Report of Delinquent Accounts - There were Thirty-Six (36) Shut-off Letters sent in the month of March totaling \$7,170.33. The total amount collected was \$7,271.87. Thirty-Four (34) customers paid in full, One (1) customer made a partial payment 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.
3. Church Road- Mr. Slater moved and Mr. Pippert seconded, authorizing the Executive Director to accept the lowest of three quotes for landscaping church road, not to exceed \$20,000, by a 5-0 vote.

Mr. Sullivan provided a detailed review of the Water and Sewer Reports to the Board.

Water Department:

- A. Management reported 314,287 gallons per day water usage for the month of March 2019. Authority wells produced 229,063 gallons per day and 85,224 gallons per day were taken from the interconnection.

Sewer Department:

- A. Management reported on February 2019 flows of a daily average flow of 0.3075 MGD and a total flow of 8.6094 million gallons for the month.

BOROUGH OPERATIONS:

A. Borough Operations – March

1. Empty trash in Pavilion and at Trailhead
2. Repair & hung “No Outlet” sign at Borough Hall
3. Filled potholes with backhoe on Centennial Street and Boyer Alley
4. Salted & plowed Borough Roads
5. Snaked clogged drain at Borough Hall in basement floor

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. Main Street Water Main Project - Mr. Ebert provided an update to the project. The preconstruction meeting was held with the contractor. Construction will begin the week of April 22, 2019. The third phase of the project is expected to take 3 weeks.

SOLICITOR'S REPORT:

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

A. Authority

- a. Main Street Project – Bondex Settlement Agreement – Ms. Fiala provided and update to the Board.

CHAIRMAN'S MINUTE:

Mr. Sullivan and the Board had a discussion on stormwater.

ADJOURNMENT:

There being no further business brought before the Board, Mr. Whitko made a motion to adjourn, seconded by Mr. Pippert and approved by the Board, 5-0, adjourned at 8:20 p.m.

Respectfully submitted:

Board Member