

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING
MAY 13, 2020– 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 April 8, 2020**
- V. VISITORS:**
 - A. Confirmed Appointments-None**
 - B. From the Floor:**
- VI. FINANCIAL REPORT:**
 - A. Bill's list 5/2020 in the amount of \$121,609.56**
 - 1. Checks - \$79,893.96**
 - 2. Payroll and Pension Transfers – \$37,934.18**
 - 3. ACH Bill Pay Withdrawals/Transfers - \$3,781.42**
 - 4. Checks Signed Prior to Meeting - \$1,620.00**
 - B. Income Statement and Summary**
 - C. Bank Statements**
 - D. Inter Account Transfers**

MANAGEMENT REPORT

- A. ADMINISTRATION**
 - 1. Report of Delinquent Accounts: Report of Delinquent Accounts:
No Shut Off letters were sent in the month of April.**
 - 2. Proposed Development Updates**
 - 3. Baghurst Alley/EPA-Proposed Water Main Extension – Update
Schedule**
 - 4. Professional Service Agreement – Select Properties, Inc. - Tax Parcel
#38-00-01120-06-6,**

VII. WATER DEPARTMENT

- A. Water production – April**
 - 1. 303,073 GPD**
 - 2. 218,413 Wells**
 - 3. 84,660 Interconnection**
- B. Operations Update**

SEWER DEPARTMENT

- A. Discharge monitoring report**
 - 1. March – Daily Average Flow 0.2562 MGD**
 - 2. March – Total Monthly Flow 7.9414 MG**
- B. Operations Update**

VIII. BOROUGH OPERATIONS**A. Borough Operations – April**

1. Emptied trash at Trailhead and Pavilion
2. Tested water pressure at Annex @ request of contractor
3. Filled potholes on Summit, Centennial, Cedar, Boyer, Forest, 2nd & 4th
4. Covered sunken pothole w/ metal plate on Summit using backhoe
5. Cleaned debris from culvert on Centennial St
6. Re-installed meter & turned water on @ Annex

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

1. See Written Report
2. H2O Pa. Water & Sewer and Pa. Small Water & Sewer Grant Application – Update
3. Tapping Fee – Update

B. Water

1. See Written Report

C. Sewer

1. I & I – Sewer Repairs - Update

D. Developments

1. See Written Report

XVI. SOLICITOR'S REPORT:**A. Authority****B. Developments****XVII. CHAIRMAN'S MINUTE:****A. Announcements****XVIII. ADJOURN:**

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: MAY 13, 2020**

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. The meeting was held via virtual meeting.

ROLL CALL:

In addition to Chairman Markley, other members present were Vice Chairman Donald Whitko, Treasurer Brian Pippert, Secretary Tom Slater and Asst. 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, Peter Nelson, representing the Authority's Solicitor's firm of Grim, Biehn & Thatcher, Michael K. Sullivan, President of Private Utility Enterprises, Inc., Management Consultant to the Authority and John Scully, also of Private Utility Enterprises, Inc.

Mr. Sullivan announced that the Authority is conducting the virtual meeting in response to the Covid-19 situation and that the Authority took steps to advertise the meeting to allow for public participation.

MINUTES:

Chairman Markley then presented the minutes of April 8, 2020, asked for approval when, Mr. Whitko moved and Mr. Pippert seconded, accepting the Board of Director's meeting minutes of April 8, 2020 by a 5-0 vote.

VISITORS:

There were no visitors or other attendees logged in to the meeting.

FINANCIAL REPORT:

The Board then reviewed Bill List 5/2020 in the amount of \$121,609.56. The Board reviewed checks to be signed in the amount of \$79,893.96. In addition, payroll and pension transfers in the amount of \$37,934.18, automatic withdrawals in the amount of \$3,781.42 and checks signed prior to the meeting in the amount of \$1,620.00. Total Financial transaction of \$121,609.56 which summary is as follows:

Checks at meeting	\$ 79,893.96
Payroll, Pension & Other Transfers	\$ 37,934.18
<u>Automatic Transfers</u>	<u>\$ 3,781.42</u>
	\$ 121,609.56
Checks prior to meeting	<u>\$ 1,620.00</u>
Total Transfers and Checks	<u>\$ 123,229.56</u>

Accordingly, Mr. Whitko made a motion to approve Bill List 5/2020 in the amount of \$121,609.56, seconded by Mr. Slater and approved by the Board 5-0.

Accordingly, Mr. Whitko made a motion to approve the checks signed prior to the meeting, in the amount of \$1,620.00, seconded by Mr. Slater and approved by the Board 5-0.

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: MAY 13, 2020**

2

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. Sullivan generally 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 no Shut Off letters sent in the month of April.
2. Baghurst Alley – Mr. Sullivan provided an update to the Board.
3. PSA – Select Properties, Inc. - Mr. Whitko made a motion to approve the Professional Service Agreement between Select Properties, Inc. (Tax Parcel #38-00-01120-06-6) and the Authority, seconded by Mr. Slater and approved by the Board 5-0.

Water Department:

- A. Management reported 303,073 gallons per day water usage for the month of April. Authority wells produced 218,413 gallons per day and 86,269 gallons per day were taken from the interconnection.

Sewer Department:

- A. Management reported on March 2020 flows of a daily average flow of 0.2562 MGD and a total flow of 7.9414 million gallons for the month.

BOROUGH OPERATIONS:

A. Borough Operations – April

1. Empty trash in Pavilion and at Trailhead
2. Pressure tested water @ Annex at request of Contractor
3. Reinstalled Annex water meter
4. Filled potholes on Summit, Centennial, Cedar, Boyer, Forest, 2nd & 4th
5. Covered sunken pothole on Summit with plate using backhoe
6. Cleaned debris from culvert on Centennial St

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. H2O PA Water & Sewer and PA Small Water & Sewer Grant Application- Mr. Ebert provided an update to the Board and noted that the award will be announced on July 17, 2020.
2. Tapping Fee – Mr. Ebert will provide an update to the Board at the next meeting.
3. Well #7 – The Engineer met with the Hydrogeologist and provided an update

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: MAY 13, 2020**

3

to the Board. More information will be provided at the June 2020 meeting.

SOLICITOR'S REPORT:

Peter Nelson of Grim Biehn & Thatcher, provided a brief update to the Board.

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 7:55 p.m.

Respectfully submitted:

Board Member