

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING  
MAY 10, 2023– 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 12, 2023**
- V. VISITORS:**
  - A. Confirmed Appointments:**
  - B. From the Floor:**
- VI. FINANCIAL REPORT:**
  - A. Bills List 5/2023 in the amount of \$183,660.77**
    - 1. Checks – \$72,282.06**
    - 2. Payroll and Pension Transfers – \$32,038.71**
    - 3. Checks Signed Prior to Meeting – \$79,304.00**
  - B. Bills List 5/2023A Flood Damage Repair \$135,960.98**
    - 1. Checks – \$48,875.18**
    - 2. Checks Signed Prior to Meeting – \$87,085.80**
  - C. Income Statement and Summary**
  - D. Bank Statements**
  - E. Inter Account Transfers**
- VII. MANAGEMENT REPORT**
  - A. ADMINISTRATION**
    - 1. Report of Delinquent Accounts: There were Ninety-One (91) Shut Off letters sent in the month of April totaling \$21,055.52. The total amount collected was \$20,481.49. Seventy-Seven (77) customers paid in full. Twelve (12) customers made a partial payment. Two (2) customers did not pay and a final water termination date is scheduled for May 16, 2023.**
    - 2. SBA Administration Building – Update**
    - 3. Update on Ongoing Flood Restoration Efforts**
  - B. WATER DEPARTMENT**
    - 1. Water production – April**
      - a. 261,875 GPD**
      - b. 179,003 Wells**
      - c. 82,872 Interconnections**
    - 2. Operations Update**
  - C. SEWER DEPARTMENT**
    - 1. Discharge Monitoring Report**
      - a. March – Daily Average Flow 0.1872**
      - b. March – Total Monthly Flow 5.8043**
    - 2. Operations Update**
- VIII. BOROUGH OPERATIONS**
  - A. Borough Operations – April**
    - 1. Emptied trash at trailhead and pavilion**
    - 2. Removed broken sign & anchor in sidewalk with backhoe**
    - 3. Collected Salt barrels and emptied remaining salt into storage bins**

- IX. ENGINEERING REPORT: Refer to enclosed written report.**
  - A. Authority**
    - 1. See Written Report**
    - 2. Water Grant**
- X. SOLICITOR'S REPORT:**
  - A. Authority**
  - B. Developments- Forest Lane/Centennial Apartments**
- 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, Treasurer Brian Pippert and Secretary Treasurer Darren Rash and Secretary Brian Corbin.

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, of Private Utility Enterprises, Inc., Management Consultant to the Authority.

**MINUTES:**

Chairman Markley then presented the minutes of April 12, 2023 and asked for approval when, Mr. Rash moved and Mr. Slater seconded, accepting the Board of Director's meeting minutes of April 12, 2023 by a 5-0 vote.

**VISITORS:**

Confirmed Appointments - none

Karen Slater  
Marla Hexter

**FINANCIAL REPORT:**

The Board then reviewed Bill List 5/2023 in the amount of \$183,624.77. The Board reviewed checks to be signed in the amount of \$72,282.06. In addition, payroll, and pension transfers in the amount of \$32,038.71. Total Financial transaction of \$183,624.77 which summary is as follows:

Checks at meeting	\$ 72,282.06
Payroll, Pension & Other Transfers	\$ 32,038.71
Checks Paid Before Meeting	\$ 79,304.00
Total Transfers and Checks	<b><u>\$ 183,624.77</u></b>

Accordingly, Mr. Pippert made a motion to approve Bill List 5/2023 in the amount of \$183,624.77, seconded by Mr. Corbin and approved by the Board 5-0.

The Board then reviewed Bill List 5/2023A in the amount of \$135,960.98. The Board reviewed checks to be signed in the amount of \$48,875.18. Accordingly, Mr. Rash made a motion to approve Bill List 5/2023A, in the amount of \$135,960.98, seconded by Mr. Pippert and approved by the Board 5-0.

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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 Ninety-One (91) Shut Off letters sent in the month of April totaling \$21,055.52. The total amount collected was \$20,481.49. Seventy-Seven (77) customers paid in full. Twelve (12) customers made a partial payment. Two (2) customers did not pay and a final water termination date is scheduled for May 16, 2023.
2. SBA Administration Building - Mr. Scully provided an update to the Board. The building is painted. The floors and cabinets need to be installed.
3. Ongoing Flood Restorations – Mr. Scully reviewed the Insurance proposal for reimbursement in relation to the flood.

**Water Department:**

- A. Management reported 261,875 gallons per day water usage for the month of April 2023. Authority wells produced 179,003 gallons per day and 82,872 gallons per day were taken from the interconnection.
- B. Operations Update:
  - a. Well #5– Mr. Scully provided an update to the Board. The well pump will be replaced next week.

**Sewer Department:**

- A. Management reported on March 2023 flows of a daily average flow of 0.1872 MGD and a total flow of 5.8043 million gallons for the month.
- B. Operations Update:
  1. Clarifier – Mr. Scully provided an update to the Board on the repair of the Clarifier.

**BOROUGH OPERATIONS:**

- A. Borough Operations – April
  2. Empty trash in Pavilion and at Trailhead.
  3. Remove broken sign & anchor in sidewalk with backhoe
  4. Collected Salt barrels and emptied remaining salt into storage bins

**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. Baghurst Alley – Mr. Ebert provided an update to the Board. Construction is to begin in July.
- B. Water Grant – Mr. Ebert provided an update to the Board.

**SOLICITOR'S REPORT:**

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

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

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**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 7:38 pm.

**Respectfully submitted:**

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**Board Member**