

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: June 9, 2021**

1

ROLL CALL:

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 Tom Slater, Assistant Secretary Joe Giunta and Treasurer Brian Pippert. Secretary Treasurer Darren Rash was excused from attendance.

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, 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 May 12, 2021, asked for approval when, Mr. Pippert moved and Mr. Slater seconded, accepting the Board of Director's meeting minutes of May 12, 2021 by a 4-0 vote.

VISITORS:

- A. Confirmed Appointments – Peter Place, CPA – Lopez, Teodosio & Larkin, LLC – 2020 Financial Audit Presentation

Mr. Peter Place, CPA – Lopez, Teodosio & Larkin, LLC presented the 2020 Audited Financial Statements. The Board then entered into a review and discussion of the 2020 Audited Financial Statements. Mr. Slater moved to adopt the 2020 Audited Financial Statements as presented. Mr. Giunta seconded the motion which was approved unanimously 4-0.

FINANCIAL REPORT:

The Board then reviewed Bill List 6/2021 in the amount of \$160,039.39. The Board reviewed checks to be signed in the amount of \$96,949.14. The Board reviewed checks mailed prior to the meeting in the amount of \$26,773.83 for a total amount of \$123,722.97. In addition, payroll and pension transfers in the amount of \$29,958.94 and automatic withdrawals in the amount of \$3,857.48 for the sub-total \$33,816.42. Pearson Escrow Release \$2500. Total Financial transaction of \$160,039.39 which summary is as follows:

Checks at meeting	\$ 96,949.14
Checks prior to the meeting	<u>\$ 26,773.83</u>
	<u>\$ 123,722.97</u>
Payroll, Pension & Other Transfers	\$ 29,958.94

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: June 9, 2021**

2

Automatic Transfers	\$ 3,857.48
	<u>\$ 33,816.42</u>
Escrow Release- Pearson	\$ 2,500.00
Total Transfers and Checks	\$160,039.39

Accordingly, Mr. Slater made a motion to approve Bill List 6/2021 in the amount of \$160,039.39, seconded by Mr. Pippert and approved by the Board 4-0.

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. Mr. Pippert has reviewed the bank statements and account transfers for the financial statements with the Authority Board.

Mr. Sullivan provided an update to the Board on the Audit progress. The DCED report will be filed by the June 30, 2021 due date.

MANAGEMENT REPORT:

A. Administration:

1. Report of Delinquent Accounts - There were Sixty-Six (66) Shut Off letters sent in the month of May totaling \$23,314.07. The total amount collected was \$17,211.83. Forty-Nine (49) customers paid in full. Twelve (12) customers made partial payments and Five (5) were sent Certified shut off letter and a lien were filed with the Montgomery County Prothonotary's Office. Mr. Sullivan provided a detailed review of the delinquent accounts. The Authority will continue collection efforts on past due accounts.
2. Upper Salford Twp. – Intermunicipal Agreement – Mr. Grimm provided an update to the Board. Mr. Pippert made a motion to approve the Intermunicipal Agreement as presented, seconded by Mr. Slater and approved by the Board, 4-0.
3. Authority Building – Mr. Sullivan provided an update to the Board on the new signage, mail box, lockbox and occupancy permit for the Authority Building.
4. Rate Comparison/Rate Analysis –Howard Woods LLC submitted the water/sewer rate comparison for review by the Authority. The Draft rate analysis is expected at the July meeting.
5. Insurance Claim – Mr. Sullivan provided an update to the Board.
6. 566 Main Street – Mr. Sullivan updated the Board. Ms. Moran submitted a request to reduce the EDU allocation on her commercial building from 2 EDUs to 1 EDU. The Board directed Mr. Sullivan to contact the property owner to go to the Borough to have the property rezoned.
7. Well #7 – Mr. Sullivan provided an update to the Board. The Authority is waiting for additional input from the Hydrogeologist.

Water Department:

- A. Management reported 301,289 gallons per day water usage for the month of May 2021. Authority wells produced 214,631 gallons per day and 86,659 gallons per day were taken from the interconnection.

Sewer Department:

- A. Management reported on April 2021 flows of a daily average flow of 0.125 MGD and a total flow of 3.7514 million gallons for the month.

BOROUGH OPERATIONS:

- A. Borough Operations – May
1. Empty trash in Pavilion and at Trailhead
 2. Removed broken “Snow Emergency” sign & installed new one
 3. Removed speed display sign & brought it to Borough Hall

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. Plant Odor Control and Flood Control Evaluation – Mr. Ebert provided an update to the Board and briefly reviewed the progress to date.
2. I&I Sewer Repairs – Mr. Ebert provided an update to the Board and detailed measures the Authority is taking to reduce I&I including additional lining of sewer mains.
3. Baghurst Alley – Mr. Ebert provided an update to the Board.
4. Lower Fredrick Water Main Project – Mr. Ebert provided detail of the project and project costs. The project is being coordinated with the Lower Fredrick paving schedule and needs to be expedited in order for Lower Fredrick to use their Liquid Fuels funds. Mr. Pippert made a motion to approve expediting the Water Main Project and to approve the public bid process, seconded by Mr. Slater and approved by the Board, 4-0.
5. Lumberyard – Mr. Ebert provided an update to the Board and noted that staff has met with the developer to review the latest engineers review letter and to suggest revisions to the plans.

SOLICITOR’S REPORT:

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

CHAIRMAN’S MINUTE:

The Board had a general discussion regarding the long-term plans of the Borough for the Authority. There was no action taken by the Authority Board.

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: June 9, 2021**

4

ADJOURNMENT:

There being no further business brought before the Board, Mr. Pippert made a motion to adjourn, seconded by Mr. Slater and approved by the Board, 4-0, adjourned at 8:35 p.m.

Respectfully submitted:

Board Member