

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING
June 14, 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 May 10, 2023**
- V. VISITORS:**
 - A. Confirmed Appointments:**
 - 1. Peter Place, Lopez, Teodosio & Larkin LLC – Presentation of the 2022 Audited Financial Statement**
 - B. From the Floor:**
- VI. FINANCIAL REPORT:**
 - A. Bills List 6/2023 in the amount of \$166,474.67**
 - 1. Checks – \$120,663.55**
 - 2. Payroll and Pension Transfers – \$39,408.24**
 - 3. Checks Signed Prior to Meeting – \$6,402.88**
 - B. Bills List 6/2023A Flood Damage Repair \$123,552.22**
 - C. Income Statement and Summary**
 - D. Bank Statements**
 - E. Inter Account Transfers**
- VII. MANAGEMENT REPORT**
 - A. ADMINISTRATION**
 - 1. Report of Delinquent Accounts: There were Thirty-Nine (39) Shut Off letters sent in the month of May totaling \$9,259.70. The total amount collected was \$8,950.11. Thirty-Six (36) customers paid in full. Three (3) customers made a partial payment.**
 - 2. SBA Administration Building – Update**
 - 3. Update on Ongoing Flood Restoration Efforts**
 - B. WATER DEPARTMENT**
 - 1. Water production – May**
 - a. 280,537 GPD**
 - b. 146,808 Wells**
 - c. 133,729 Interconnections**
 - 2. Operations Update**
 - C. SEWER DEPARTMENT**
 - 1. Discharge Monitoring Report**
 - a. April – Daily Average Flow 0.158**
 - b. April – Total Monthly Flow 4.7397**
 - 2. Operations Update**
- VIII. BOROUGH OPERATIONS**
 - A. Borough Operations – May**
 - 1. Emptied trash at trailhead and pavilion**
 - 2. Moved granite boulders to the park using the backhoe**
- IX. ENGINEERING REPORT: Refer to enclosed written report.**
 - A. Authority**
 - 1. See Written Report**
 - 2. Water Grant**
 - 3. Summit and Hillcrest Project**

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 May 10, 2023 and asked for approval when, Mr. Rash moved and Mr. Corbin seconded, accepting the Board of Director's meeting minutes of May 10, 2023 by a 5-0 vote.

VISITORS:

Confirmed Appointments - Peter Place, Lopez, Teodosio & Larkin LLC – Presentation of the 2022 Audited Financial Statement

Karen Slater
Marla Hexter
Chris Melville

FINANCIAL REPORT:

The Board then reviewed Bill List 6/2023 in the amount of \$166,474.67. The Board reviewed checks to be signed in the amount of \$120,663.55. In addition, payroll, and pension transfers in the amount of \$39,408.24. Total Financial transaction of \$166,474.67 which summary is as follows:

| | |
|------------------------------------|-----------------------------|
| Checks at meeting | \$ 120,663.55 |
| Payroll, Pension & Other Transfers | \$ 39,408.24 |
| Checks Paid Before Meeting | \$ 6,402.88 |
| Total Transfers and Checks | <u>\$ 166,474.67</u> |

Accordingly, Mr. Pippert made a motion to approve Bill List 6/2023 in the amount of \$166,474.67, seconded by Mr. Rash and approved by the Board 5-0.

The Board then reviewed Bill List 6/2023A in the amount of \$123,552.22. The Board reviewed checks to be signed in the amount of \$123,552.22. Accordingly, Mr. Slater made a motion to approve Bill List 6/2023A, in the amount of \$123,552.22, 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.

MANAGEMENT REPORT:

Administration:

1. Report of Delinquent Accounts - There were Thirty-Nine (39) Shut Off letters sent in the month of May totaling \$9,259.70. The total amount collected was \$8,950.11. Thirty-Six (36) customers paid in full. Three (3) customers made a partial payment.
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 provided an update regarding the generator for the Treatment Plant.

Water Department:

- A. Management reported 280,537 gallons per day water usage for the month of May 2023. Authority wells produced 146,808 gallons per day and 133,729 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 April 2023 flows of a daily average flow of 0.158 MGD and a total flow of 4.7397 million gallons for the month.
- B. Operations Update:
 1. Clarifier – Mr. Scully noted the Clarifier has been repaired and is operational.

BOROUGH OPERATIONS:

- A. Borough Operations – May
 1. Empty trash in Pavilion and at Trailhead.
 2. Moved granite boulders to the park using the backhoe

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 late July.
- B. Water Grant – Mr. Ebert provided an update to the Board. The Award has been delayed until September.
- C. Summit & Hillcrest Project- Mr. Ebert suggests combining this project timing with Game Farm Road and provided a cost estimate.

SOLICITOR'S REPORT:

Colby Grim of Grim Biehn & Thatcher.
Mr. Grim had no action items

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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, 5-0, adjourned at 8:09 pm.

Respectfully submitted:

Board Member