

**T SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING  
JANUARY 11, 2023– 7:00 P.M.  
A G E N D A**

- I. CALL TO ORDER - Chairman**
- II. CALL OF THE ROLL**
  - A. Announcement of Board Member Appointment**
- III. PLEDGE TO THE FLAG**
- IV. DULY ADVERTISED MEETING – Chairman**
- V. REORGANIZATION – Chairman – Pro Tem**
  - A. Election of Officers**
    - 1. Chairman**
    - 2. Vice-Chairman**
    - 3. Secretary**
    - 4. Treasurer**
    - 5. Asst. Secretary/Treasurer**
  - CLOSE ELECTION**
- VI. APPOINTMENT OF PROFESSIONAL STAFF – Chairman**
  - 1. MANAGEMENT CONSULTANT – Private Utility Enterprises, Inc**
  - 2. SOLICITOR – Grim, Biehn & Thatcher**
  - 3. ENGINEER – Ebert Engineering, Inc**
  - 4. AUDITOR – Lopez, Teodosio & Larkin, LLC**
  - 5. PENSION TRUSTEE – Uninvest Bank & Trust**
- VII. REVIEW AND APPROVE MINUTES of December 14, 2022**
  - 1. Revised November 9, 2022 Meeting Minutes**
- VIII. VISITORS:**
  - A. Confirmed Appointments:**
  - B. From the Floor:**
- IX. FINANCIAL REPORT:**
  - A. Bills List 1/2023 in the amount of \$118,500.14**
    - 1. Checks – \$87,200.74**
    - 2. Payroll and Pension Transfers – \$30,005.65**
    - 3. Checks Signed Prior to Meeting - \$1,293.75**
  - B. Bills List 1/2023A Flood Damage Repair \$5,285.00**
    - 1. Checks – \$4,290.00**
    - 2. Checks Signed Prior to Meeting – \$995.00**
  - C. Income Statement and Summary**
  - D. Bank Statements**
  - E. Inter Account Transfers**
- X. MANAGEMENT REPORT**
  - A. ADMINISTRATION**
    - 1. Report of Delinquent Accounts: There were One Hundred Sixty-One (161) Past Due letters sent in the month of December totaling \$32,988.33. The total amount collected was \$22,733.32. One Hundred Three (103) customers paid in full. Sixteen (16) customers made a partial payment and Forty-Two (42) customers did not pay. A Shut Off letter will be sent in January.**

2. SBA Administration Building – Update
3. Update on Ongoing Flood Restoration Efforts
4. Tire Damage Reimbursement
5. Sick Day Reimbursement
6. Execute Water Agreement- 106 2<sup>nd</sup> Avenue, Lower Frederick

**B. WATER DEPARTMENT**

1. Water production – December
  - a. 277,536 GPD
  - b. 188,145 Wells
  - c. 99,385 Interconnections
2. Operations Update

**C. SEWER DEPARTMENT**

1. Discharge Monitoring Report
  - a. November – Daily Average Flow 0.1512
  - b. November – Total Monthly Flow 4.5347
2. Operations Update

**XI. BOROUGH OPERATIONS**

**A. Borough Operations – December**

1. Emptied trash at trailhead and pavilion
2. Cold patched Summit Ave
3. Cut & removed fallen tree from Summit Ave
4. Placed Stop Sign out @ Perkiomen & Main due to power outage
5. Salted & Plowed Borough roads

**XII. ENGINEERING REPORT: Refer to enclosed written report.**

**A. Authority**

1. See Written Report
2. Water Grant
3. Payment Request #2 – Mobile Dredging
4. Execution of WWTP Fence Contract

**XII. SOLICITOR'S REPORT:**

**A. Authority**

**B. Developments**

**XIV. CHAIRMAN'S MINUTE:**

**A. Announcements**

**XV. ADJOURN:**

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING: JANUARY 11, 2023**

1

**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, and Secretary Brian Corbin. Treasurer Brian Pippert and Secretary Treasurer Darren Rash were 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; John Scully, President of Private Utility Enterprises, Inc., Management Consultant to the Authority.

**REORGANIZATION:**

**Open for Nominations**

Chairman Markley turned the election of the officers for the Board of Directors over to the Chairman Pro-Tem, John Scully. Accordingly, the Chairman Pro-Tem opened the floor for nominations. Mr. Scully asked if there were any proposed changes to the current slate of officers.

The 2023 Elected Officers for the Schwenksville Borough Authority Board of Directors officers are the following:

1. Chairman - John B. Markley, motion by Mr. Slater, seconded by Mr. Corbin and passed with a 3-0 vote
2. Vice Chairman – Thomas Slater, Sr, motion by Slater, seconded by Mr. Corbin and passed with a 3-0 vote
3. Secretary – Darren Rash motion by Mr. Slater, seconded by Mr. Corbin and passed with a 3-0 vote
4. Treasurer – Brian Pippert motion by Mr. Slater, seconded by Mr. Corbin and passed with a 3-0 vote
5. Asst. Secretary/Treasurer – Brian Corbin motion by Mr. Slater, seconded by Mr. Corbin and passed with a 3-0 vote

At this time, Chairman Markley proceeded with the presentation and approval of the professional staff for 2023.

**APPOINTMENTS of PROFESSIONAL STAFF:**

Chairman Markley then presented the following firms and requested a motion for approval:

Management Consultant – Private Utility Enterprises, Inc., motion by Mr. Slater, seconded by Mr. Corbin and passed with a 3-0 vote.

Engineer - Ebert Engineering, Inc. - Frederick Ebert, P.E., President, motion by Mr. Slater, seconded by Mr. Corbin and passed with a 3-0 vote.

**SCHWENKSVILLE BOROUGH AUTHORITY**  
**BOARD OF DIRECTORS MEETING: JANUARY 11, 2023**

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Solicitor - Grim, Biehn & Thatcher – Colby Grim, Esq. motion by Mr. Slater, seconded by Mr. Corbin and passed with a 3-0 vote.

Auditor – Lopez, Teodosio & Larkin, LLC - motion by Mr. Slater, seconded by Mr. Corbin and passed with a 3-0 vote.

Pension Trustee- Univest Bank and Trust Co., motion by Mr. Slater, seconded by Mr. Corbin and passed with a 3-0 vote.

At this time, Chairman Markley asked for a motion to adjourn the Reorganizational meeting and to move to the Regular Meeting, where upon Mr. Slater motioned, seconded by Mr. Corbin and passed with a 3-0 vote.

**MINUTES:**

Chairman Markley then presented the minutes of December 14, 2022 and asked for approval when, Mr. Corbin moved and Mr. Slater seconded, accepting the Board of Director's meeting minutes of December 14, 2022 by a 3-0 vote.

Chairman Markley then presented the revised minutes of November 9, 2022 and asked for approval when, Mr. Corbin moved and Mr. Slater seconded, accepting the Board of Director's meeting minutes of November 9, 2022 by a 3-0 vote.

**VISITORS:**

Confirmed Appointments - none

Karen Slater  
Adam Slater  
Chris Melville

**FINANCIAL REPORT:**

The Board then reviewed Bill List 1/2023 in the amount of 118,500.14. The Board reviewed checks to be signed in the amount of \$87,200.44. In addition, payroll, and pension transfers in the amount of \$30,005.65. Total Financial transaction of \$118,500.14 which summary is as follows:

Checks at meeting	\$ 87,200.74
Payroll, Pension & Other Transfers	\$ 30,005.65
Checks Paid Before Meeting	\$ 1,293.75
Total Transfers and Checks	<b><u>\$ 118,500.14</u></b>

Accordingly, Mr. Slater made a motion to approve Bill List 1/2023 in the amount of \$118,500.14, seconded by Mr. Corbin and approved by the Board 3-0.

The Board then reviewed Bill List 1/2023A in the amount of \$5,285.00. The Board reviewed checks to be signed in the amount of \$5,285.00. Accordingly, Mr. Slater made a motion to approve Bill List 1/2023A, in the amount of \$5,285.00, seconded by Mr. Corbin and approved by the Board 3-0.

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 One Hundred Sixty-One (161) Past Due letters sent in the month of December totaling \$32,988.33. The total amount collected was \$22,733.32. One Hundred-Three (103) customers paid in full, sixteen (16) customers made partial payments and Forty-Two (42) customers did not pay. A Shut Off letter will be sent in January.
  2. SBA Administration Building - Mr. Scully provided an update to the Board
  3. Ongoing Flood Restorations - Mr. Scully provided an update to the Board.
  4. Tire Damage Reimbursement - Mr. Scully provided an update to the Board. There was a water main break repair on Christmas Eve. Stone instead of Cold Patch was used to temporarily repair the road due to the low temperatures outside. A driver called stating that he hit the pot hole causing damage to his tire. Mr. Slater made a motion to approve the payment for the tire repair, seconded by Mr. Corbin and approved by the Board 3-0.
  5. Sick Day Reimbursement - The current personnel policy allows employees to carryover, up to 25 days of sick days. Over 25 days can be cashed out at half time. Mr. Slater made a motion to approve the payment for the Ed Graff, for ten days at half pay, seconded by Mr. Corbin and approved by the Board 3-0.
  6. Execute Water Service Agreement - 106 2<sup>nd</sup> Ave - Lower Fredrick - Mr. Slater made a motion to approve the Water Service Agreement for 106 2<sup>nd</sup> Avenue, seconded by Mr. Corbin and approved by the Board 3-0.
- A. Management reported 277,536 gallons per day water usage for the month of December 2022. Authority wells produced 188,145 gallons per day and 99,385 gallons per day were taken from the interconnection.

**Sewer Department:**

- A. Management reported on November 2022 flows of a daily average flow of 0.1512 MGD and a total flow of 4.5347 million gallons for the month.

**BOROUGH OPERATIONS:**

- A. Borough Operations - December
1. Empty trash in Pavilion and at Trailhead.
  2. Cold Patched Summit Ave
  3. Cut & removed fallen tree from Summit Ave
  4. Placed Stop Sign out @ Perkiomen & Main due to power outage
  5. Salted & Plowed Borough Roads

**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. Water Grant - Mr. Ebert provided an update to the Board. The grant application was submitted on December 20, 2022.
  2. Payment Request #2 - Payment request #2 in the amount of \$5,261.81 for Mobile Dredging was included in the bill list this month.
  3. Execution of WWTP Fence Contract - Mr. Ebert provided an update to the Board.

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING: JANUARY 11, 2023**

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**SOLICITOR'S REPORT:**

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

**CHAIRMAN'S MINUTE:**

A. Announcements

**ADJOURNMENT:**

There being no further business brought before the Board, Mr. Corbin made a motion to adjourn, seconded by Mr. Slater and approved by the Board, 3-0, adjourned at 7:40 pm.

**Respectfully submitted:**

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**Board Member**

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING  
FEBRUARY 8, 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 January 11, 2023**
- V. VISITORS:**
  - A. Confirmed Appointments:**
  - B. From the Floor:**
- VI. FINANCIAL REPORT:**
  - A. Bills List 2/2023 in the amount of \$101,756.57**
    - 1. Checks – \$71,597.45**
    - 2. Payroll and Pension Transfers – \$29,544.82**
    - 3. Checks Signed Prior to Meeting – \$614.30**
  - B. Bills List 2/2023A Flood Damage Repair \$19,638.25**
    - 1. Checks – \$15,935.00**
    - 2. Checks Signed Prior to Meeting – \$3,703.25**
  - C. Income Statement and Summary**
  - D. Bank Statements**
  - E. Inter Account Transfers**
- X. MANAGEMENT REPORT**
  - A. ADMINISTRATION**
    - 1. Report of Delinquent Accounts: There were Forty-One (41) Shut Off letters sent in the month of January totaling \$9,539.59. The total amount collected was \$6,322.66. Twenty-two (22) customers paid in full. Four (4) customers made a partial payment and Fifteen (15) customers did not pay.**
    - 2. SBA Administration Building – Update: Proof of Loss Statement**
    - 3. Update on Ongoing Flood Restoration Efforts**
    - 4. Updated Pricing for Truck Order**
    - 5. Borough December Bill –\$325.30/44,500 gallons - Frozen Pipes**
    - 6. Actuary Report**
    - 7. Q4 2022 Pension Statement**
  - B. WATER DEPARTMENT**
    - 1. Water production – January**
      - a. 273,297 GPD**
      - b. 185,933 Wells**
      - c. 94,319 Interconnections**
    - 2. Operations Update**
  - C. SEWER DEPARTMENT**
    - 1. Discharge Monitoring Report**
      - a. December – Daily Average Flow 0.301**
      - b. December – Total Monthly Flow 9.3325**
    - 2. Operations Update**
- XI. BOROUGH OPERATIONS**

**A. Borough Operations – January**

1. Emptied trash at trailhead and pavilion
2. Filled Pot holes on Summit Ave & 2<sup>nd</sup> St
3. Placed Stop Signs out @ Perkiomen & Main due to accident & stop sign damage
4. Filled in Storm Sewer sink hole on Library Alley

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

1. See Written Report
2. Water Grant

**XII. SOLICITOR'S REPORT:****A. Authority****B. Developments****XIV. CHAIRMAN'S MINUTE:****A. Announcements****XV. ADJOURN:**



**SCHWENKSVILLE BOROUGH AUTHORITY**  
**BOARD OF DIRECTORS MEETING: FEBRUARY 8, 2023**

1

**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 Secretary Brian Corbin, Treasurer Brian Pippert and Secretary Treasurer Darren Rash. Vice Chairman Thomas Slater 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; John Scully, President of Private Utility Enterprises, Inc., Management Consultant to the Authority.

**MINUTES:**

Chairman Markley then presented the minutes of January 11, 2023 and asked for approval when, Mr. Corbin moved and Mr. Pippert seconded, accepting the Board of Director's meeting minutes of January 11, 2023 by a 4-0 vote.

**VISITORS:**

Confirmed Appointments - none

Marla Hexter  
Chris Melville

**FINANCIAL REPORT:**

The Board then reviewed Bill List 2/2023 in the amount of **\$101,756.57**. The Board reviewed checks to be signed in the amount of \$71,597.45. In addition, payroll and pension transfers in the amount of \$29,544.82. Total Financial transaction of \$101,756.57 which summary is as follows:

Checks at meeting	\$ 71,597.45
Payroll, Pension & Other Transfers	\$ 29,544.82
Checks Paid Before Meeting	\$ 614.30
Total Transfers and Checks	<b><u>\$ 101,756.57</u></b>

Accordingly, Mr. Corbin made a motion to approve Bill List 2/2023 in the amount of \$101,756.57, seconded by Mr. Pippert and approved by the Board 4-0.

The Board then reviewed Bill List 2/2023A in the amount of \$19,638.25. The Board reviewed checks to be signed in the amount of \$15,935.00. Accordingly, Mr. Rash made a motion to approve Bill List 2/2023A, in the amount of \$3,703.25, 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.

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING: FEBRUARY 8, 2023**

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**MANAGEMENT REPORT:**

**Administration:**

1. Report of Delinquent Accounts - There were Forty-One (41) Shut Off letters sent in the month of January totaling \$9,539.59. The total amount collected was \$6,322.26. Twenty-Two (22) customers paid in full, Four (4) customers made a partial payment and Fifteen customers did not pay.
2. SBA Administration Building - Mr. Scully and Mr. Ebert provided an update to the Board.
3. Ongoing Flood Restorations – Mr. Scully reviewed the Insurance proposal for reimbursement in relation to the flood.
4. Update pricing for truck– Mr. Scully provided an update on the pricing of the Truck.  
Mr. Pippert made a motion to rescind the December 2021 vote to purchase the truck, not to exceed \$75,000, seconded by Mr. Rash, by a vote of 4-0.  
  
Mr. Pippert made a motion to purchase the truck, not to exceed \$85,000, seconded by Mr. Rash, by a vote of 4-0.
5. Borough December bill – Frozen pipes - \$325.30/44,500 gallons - Mr. Corbin made a motion to credit the Borough account, in the amount of \$325.30, due to additional use due to Frozen pipes, seconded by Mr. Pippert, by a vote of 3-0-1. Mr. Corbin abstained from the vote.
6. Actuary Report - Mr. Scully provided an update to the Board.
7. Q4 2022 Pension Statement - Mr. Scully provided an update to the Board.

**Water Department:**

- A. Management reported 2736,297 gallons per day water usage for the month of January 2023. Authority wells produced 185,933 gallons per day and 94,319 gallons per day were taken from the interconnection.

**Sewer Department:**

- A. Management reported on December 2022 flows of a daily average flow of 0.301 MGD and a total flow of 9.3325 million gallons for the month.

**BOROUGH OPERATIONS:**

- A. Borough Operations – January
  1. Empty trash in Pavilion and at Trailhead.
  2. Filled potholes on Summit Ave & 2<sup>nd</sup> St
  3. Placed Stop Sign out @ Perkiomen & Main due to accident & stop light damage
  4. Filled in Storm Sewer sink hole on Library Alley

**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. Water Grant - Mr. Ebert provided an update to the Board.

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING: FEBRUARY 8, 2023**

3

**SOLICITOR'S REPORT:**

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

- A. Authority
- B. Developments

**CHAIRMAN'S MINUTE:**

- A. Announcements

**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, 4-0, adjourned at 7:45 pm.

**Respectfully submitted:**

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**Board Member**

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING  
MARCH 8– 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 February 8, 2023**
- V. VISITORS:**
  - A. Confirmed Appointments:**
  - B. From the Floor:**
- VI. FINANCIAL REPORT:**
  - A. Bills List 3/2023 in the amount of \$127,146.13**
    - 1. Checks – \$74,870.16**
    - 2. Payroll and Pension Transfers – \$40,292.03**
    - 3. Checks Signed Prior to Meeting – \$11,983.94**
  - B. Bills List 3/2023A Flood Damage Repair \$52,976.50**
    - 1. Checks – \$49,273.25**
    - 2. Checks Signed Prior to Meeting – \$3,703.25**
  - C. Income Statement and Summary**
  - D. Bank Statements**
  - E. Inter Account Transfers**
- VII. MANAGEMENT REPORT**
  - A. ADMINISTRATION**
    - 1. Report of Delinquent Accounts: There were Sixty (60) Shut Off letters sent in the month of February totaling \$37,096.37. The total amount collected was \$34,238.19. Forty-four (44) customers paid in full. Seven (7) customers made a partial payment and Nine (9) customers did not pay and a final water termination date is scheduled for March 8, 2023.**
    - 2. SBA Administration Building – Update**
    - 3. Update on Ongoing Flood Restoration Efforts- Payments received to date**
      - a. DVIT- \$76,550.00 – Building Restoration**
      - b. PEMA- \$53,751.64 – Debris Removal, Emergency pump and Generator Rentals**
    - 4. Email from John Vargo - Pension Plan - Preliminary Actuarial Results**
    - 5. Readdress Game Farm Road Paving Project**
  - B. WATER DEPARTMENT**
    - 1. Water production – February**
      - a. 244,394 GPD**
      - b. 164,387 Wells**
      - c. 93,966 Interconnections**
    - 2. Operations Update**
  - C. SEWER DEPARTMENT**
    - 1. Discharge Monitoring Report**
      - a. January – Daily Average Flow 0.2949**
      - b. January – Total Monthly Flow 9.1412**

**2. Operations Update****VIII. BOROUGH OPERATIONS****A. Borough Operations – February**

- 1. Emptied trash at trailhead and pavilion**
- 2. Filled Pot holes on 2<sup>nd</sup> St**
- 3. Salted Borough Roads**

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

- 1. See Written Report**
- 2. Water Grant**
- 3. Consideration of Tapping Fee Resolution**

**X. SOLICITOR'S REPORT:****A. Authority****B. Developments- Forest Lane/Centennial Apartments- Update****XI. CHAIRMAN'S MINUTE:****A. Announcements****XII. ADJOURN:**

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING: MARCH 8, 2023**

1

**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, Secretary Brian Corbin, Treasurer Brian Pippert and 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; Colby Grim, representing the Authority's Solicitor's firm of Grim, Biehn & Thatcher; John Scully, President of Private Utility Enterprises, Inc., Management Consultant to the Authority.

**MINUTES:**

Chairman Markley then presented the minutes of February 8, 2023 and asked for approval when, Mr. Pippert moved and Mr. Corbin seconded, accepting the Board of Director's meeting minutes of February 8, 2023 by a 5-0 vote.

**VISITORS:**

Confirmed Appointments - none

Karen Slater  
Alec Hoffman  
Chris Melville

**FINANCIAL REPORT:**

The Board then reviewed Bill List 3/2023 in the amount of **\$127,146.13**. The Board reviewed checks to be signed in the amount of \$71,597.45. In addition, payroll and pension transfers in the amount of \$40,292.03. Total Financial transaction of \$127,146.13 which summary is as follows:

Checks at meeting	\$ 71,597.45
Payroll, Pension & Other Transfers	\$ 40,292.03
Checks Paid Before Meeting	\$ 11,983.94
Total Transfers and Checks	<b><u>\$ 127,146.13</u></b>

Accordingly, Mr. Rash made a motion to approve Bill List 3/2023 in the amount of \$127,146.13, seconded by Mr. Slater and approved by the Board 5-0.

The Board then reviewed Bill List 3/2023A in the amount of \$40,292.03. The Board reviewed checks to be signed in the amount of \$3,703.25. Accordingly, Mr. Pippert made a motion to approve Bill List 3/2023A, in the amount of \$40,292.03, seconded by Mr. Rash and approved by the Board 5-0.

The Board generally reviewed the financial reports as well as the income statement and summary.

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING: MARCH 8, 2023**

2

**MANAGEMENT REPORT:**

**Administration:**

1. Report of Delinquent Accounts - There were Sixty (60) Shut Off letters sent in the month of February totaling \$37,096.37. The total amount collected was \$36,317.17. Fifty-Two (52) customers paid in full and Eight (8) customers made a partial payment.
2. SBA Administration Building - Mr. Scully and Mr. Ebert provided an update to the Board.
3. Ongoing Flood Restorations – Mr. Scully reviewed the Insurance proposal for reimbursement in relation to the flood.
4. Pension Plan Actuarial Results – Mr. Scully reviewed the actuarial results with the Board. Due to the stock market in 2022 and the Authority obligation due in 2022, the actuary suggested a rolling amortization which will establish an average cost obligation over the next 10 years, regulating the annual costs for the Authority. Mr. Pippert made a motion to approve the 10-year rolling amortization schedule, seconded by Mr. Slater and approved by the Board 5-0.
5. Game Farm Rd Paving Project – Mr. Scully provided an update to the Board. The state will be paving Game Farm Road in 2024. The Board discussed extending the water line down Game Farm Road prior to the paving project to save money on the restoration paving after the project. Mr. Slater made a motion to authorize Ebert Engineering to create a cost estimate for the Game Farm Road Water Project, seconded by Mr. Pippert and approved by the Board 5-0.

**Water Department:**

- A. Management reported 244,394 gallons per day water usage for the month of February 2023. Authority wells produced 164,387 gallons per day and 93,966 gallons per day were taken from the interconnection.

**Sewer Department:**

- A. Management reported on January 2023 flows of a daily average flow of 0.2949 MGD and a total flow of 9.1412 million gallons for the month.

**BOROUGH OPERATIONS:**

- A. Borough Operations – February
  1. Empty trash in Pavilion and at Trailhead.
  2. Filled potholes on 2<sup>nd</sup> St
  3. Salted Borough Roads

**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. Water Grant - Mr. Ebert provided an update to the Board.
  2. Tapping Fee Resolution - Mr. Rash made a motion to approve the Tapping Fee Resolution, seconded by Mr. Corbin and approved by the Board 5-0. The Authority Fee Schedule will be updated as of April 1, 2023 to reflect the new Tapping Fee Rates.

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING: MARCH 8, 2023**

3

**SOLICITOR'S REPORT:**

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

A. Authority

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

**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 7:52 pm.

**Respectfully submitted:**

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**Board Member**



**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING  
APRIL 12, 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 March 8, 2023**
- V. VISITORS:**
  - A. Confirmed Appointments:**
  - B. From the Floor:**
- VI. FINANCIAL REPORT:**
  - A. Bills List 4/2023 in the amount of \$135,480.93**
    - 1. Checks – \$102,027.15**
    - 2. Payroll and Pension Transfers – \$32,327.25**
    - 3. Checks Signed Prior to Meeting – \$1,126.53**
  - B. Bills List 4/2023A Flood Damage Repair \$43,220.75**
  - 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 March totaling \$11,138.64. The total amount collected was \$9,898.19. Thirty (30) customers paid in full. Seven (7) customers made a partial payment. One (1) customer did not pay but agreed to a payment plan and One (1) customer did not pay at all and a final water termination date is scheduled for April 17, 2023.**
    - 2. SBA Administration Building – Update**
    - 3. Update on Ongoing Flood Restoration Efforts**
    - 4. Actuarial Funding Valuation as of 01/01/2023**
    - 5. Resolution 2023-02 Master Casting Agreement**
    - 6. Water Service Agreement- 117 Third Avenue, Lower Frederick**
    - 7. Professional Services Agreement – Forest Lane Apartments, LLC**
  - B. WATER DEPARTMENT**
    - 1. Water production – March**
      - a. 266,259 GPD**
      - b. 177,796 Wells**
      - c. 95,472 Interconnections**
    - 2. Operations Update**
  - C. SEWER DEPARTMENT**
    - 1. Discharge Monitoring Report**
      - a. February – Daily Average Flow 0.1382**
      - b. February – Total Monthly Flow 3.8684**
    - 2. Operations Update**
- VIII. BOROUGH OPERATIONS**
  - A. Borough Operations – March**
    - 1. Emptied trash at trailhead and pavilion**
    - 2. Filled Pot holes on Centennial St**
    - 3. Took a load of debris to Barnside Composting**

**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**

- 1. Improvements Agreement**
- 2. Water Sewer Agreement**
- 3. Declaration of Covenants, Easements, Conditions, and Restrictions**

**XI. CHAIRMAN'S MINUTE:**

**A. Announcements**

**XII. ADJOURN:**

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING: APRIL 12, 2023**

1

**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. Secretary Brian Corbin 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; Mike Sullivan, of Private Utility Enterprises, Inc., Management Consultant to the Authority.

**MINUTES:**

Chairman Markley then presented the minutes of March 8, 2023 and asked for approval when, Mr. Pippert moved and Mr. Slater seconded, accepting the Board of Director's meeting minutes of March 8, 2023 by a 4-0 vote.

**VISITORS:**

Confirmed Appointments - none

Karen Slater  
Alec Hoffman  
Chris Melville  
Marla Hexter

**FINANCIAL REPORT:**

The Board then reviewed Bill List 4/2023 in the amount of **\$135,480.93**. The Board reviewed checks to be signed in the amount of \$102,027.15. In addition, payroll, and pension transfers in the amount of \$32,327.25. Total Financial transaction of \$135,480.93 which summary is as follows:

Checks at meeting	\$ 102,027.15
Payroll, Pension & Other Transfers	\$ 32,327.25
Checks Paid Before Meeting	\$ 1,126.53
Total Transfers and Checks	<b><u>\$ 135,480.93</u></b>

Accordingly, Mr. Pippert made a motion to approve Bill List 4/2023 in the amount of \$135,480.93, seconded by Mr. Slater and approved by the Board 4-0.

The Board then reviewed Bill List 4/2023A in the amount of \$43,220.75. The Board reviewed checks to be signed in the amount of \$3,703.25. Accordingly, Mr. Slater made a motion to approve Bill List 4/2023A, in the amount of \$43,220.75, seconded by Mr. Pippert and approved by the Board 4-0.

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING: APRIL 12, 2023**

2

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 March totaling \$11,138.64. The total amount collected was \$9,898.19. Thirty (30) customers paid in full. Seven (7) customers made a partial payment. One (1) customer did not pay but agreed to a payment plan and One (1) customer did not pay at all and a final water termination date is scheduled for April 17, 2023.
2. SBA Administration Building - Mr. Scully and Mr. Ebert provided an update to the Board.
3. Ongoing Flood Restorations – Mr. Scully reviewed the Insurance proposal for reimbursement in relation to the flood.
4. Actuarial Funding Valuation as of 01/01/2023 –
5. Resolution 2023-02 Master Casting Agreement –
6. Water Service Agreement – Forest Lane Apartments, LLC
7. Professional Services Agreement – Forest Lane Apartments, LLC

**Water Department:**

- A. Management reported 266,259 gallons per day water usage for the month of March 2023. Authority wells produced 177,796 gallons per day and 95,472 gallons per day were taken from the interconnection.

**Sewer Department:**

- A. Management reported on February 2023 flows of a daily average flow of 0.1382 MGD and a total flow of 3.8684 million gallons for the month.

**BOROUGH OPERATIONS:**

- A. Borough Operations – March
  1. Empty trash in Pavilion and at Trailhead.
  2. Filled potholes on Centennial St
  3. Took a load of debris to Barnside Composting

**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

**SOLICITOR'S REPORT:**

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

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

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING: APRIL 12, 2023**

3

**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, 4-0, adjourned at 8:10 pm.

**Respectfully submitted:**

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**Board Member**

**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:**

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING: MAY 10, 2023**

1

**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.



**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING: MAY 10, 2023**

2

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.

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING: MAY 10, 2023**

3

**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**

**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:**

**SCHWENKSVILLE BOROUGH AUTHORITY**  
**BOARD OF DIRECTORS MEETING: JUNE 14, 2023**

1

**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	<b><u>\$ 166,474.67</u></b>

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.

**SCHWENKSVILLE BOROUGH AUTHORITY**  
**BOARD OF DIRECTORS MEETING: JUNE 14, 2023**

2

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

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING: JUNE 14, 2023**

3

**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:**

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**Board Member**

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING  
July 12, 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 June 14, 2023**
- V. VISITORS:**
  - A. Confirmed Appointments:**
  - B. From the Floor:**
- VI. FINANCIAL REPORT:**
  - A. Bills List 7/2023 in the amount of \$111,278.40**
    - 1. Checks – \$79,517.17**
    - 2. Payroll and Pension Transfers – \$31,761.23**
  - B. Bills List 7/2023A Flood Damage Repair \$44,731.72**
  - C. Income Statement and Summary**
  - D. Bank Statements**
  - E. Inter Account Transfers**
- VII. MANAGEMENT REPORT**
  - A. ADMINISTRATION**
    - 1. Report of Delinquent Accounts: There were Fifty-Seven (57) Shut Off letters sent in the month of June totaling \$40,187.14. The total amount collected was \$31,841.53. Fifty-Two (52) customers paid in full. Five (5) customers made a partial payment and agreed to a payment plan.**
    - 2. SBA Administration Building – Update**
    - 3. Update on Ongoing Flood Restoration Efforts**
    - 4. Hydrant Flushing CANCELLED due to state wide drought watch**
  - B. WATER DEPARTMENT**
    - 1. Water production – June**
      - a. 281,382 GPD**
      - b. 193,371 Wells**
      - c. 93,306 Interconnections**
    - 2. Operations Update**
  - C. SEWER DEPARTMENT**
    - 1. Discharge Monitoring Report**
      - a. May – Daily Average Flow 0.1092**
      - b. May – Total Monthly Flow 3.3857**
    - 2. Operations Update**
- VIII. BOROUGH OPERATIONS**
  - A. Borough Operations – June**
    - 1. Emptied trash at trailhead and pavilion**
    - 2. Moved granite boulders to the park using the backhoe**
    - 3. Took down tables and chairs in the Borough Community Room**
    - 4. Prepped for and cleaned up after Concert in the Meadow**
    - 5. Dropped off and picked up street signs for repair**
    - 6. Replaced street signs**
- 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:**

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING: JULY 12, 2023**

1

**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. Secretary Brian Corbin 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; John Scully, of Private Utility Enterprises, Inc., Management Consultant to the Authority.

**MINUTES:**

Chairman Markley then presented the minutes of June 14, 2023 and asked for approval when, Mr. Rash moved and Mr. Pippert seconded, accepting the Board of Director's meeting minutes of June 14, 2023 by a 4-0 vote.

**VISITORS:**

Confirmed Appointments - None  
Karen Slater  
Alec Hoffman

**FINANCIAL REPORT:**

The Board then reviewed Bill List 7/2023 in the amount of \$111,278.40. The Board reviewed checks to be signed in the amount of \$79,517.17. In addition, payroll, and pension transfers in the amount of \$31,761.23. Total Financial transaction of \$166,474.67 which summary is as follows:

Checks at meeting	\$ 79,517.17
Payroll, Pension & Other Transfers	\$ 31,761.23
Total Transfers and Checks	<b><u>\$ 111,278.40</u></b>

Accordingly, Mr. Pippert made a motion to approve Bill List 7/2023 in the amount of \$111,278.40, seconded by Mr. Rash and approved by the Board 4-0.

The Board then reviewed Bill List 7/2023A in the amount of \$44,731.72. The Board reviewed checks to be signed in the amount of \$44,731.72. Accordingly, Mr. Slater made a motion to approve Bill List 7/2023A, in the amount of \$44,731.72, 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.

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING: JULY 12, 2023**

2

**MANAGEMENT REPORT:**

**Administration:**

1. Report of Delinquent Accounts - There were Fifty-seven (57) Shut Off letters sent in the month of June totaling \$40,187.14. The total amount collected was \$31,841.53. Fifty-Two (52) customers paid in full. Five (5) customers made a partial payment and agreed to a payment plan.
2. SBA Administration Building - Mr. Scully provided an update to the Board. Staff is moved back into the Administration Building.
3. Ongoing Flood Restorations – Mr. Scully provided an update to the Board.

**Water Department:**

- A. Management reported 281,382 gallons per day water usage for the month of June 2023. Authority wells produced 193,371 gallons per day and 93,306 gallons per day were taken from the interconnection.

**Sewer Department:**

- A. Management reported on May 2023 flows of a daily average flow of 0.1092 MGD and a total flow of 3.3857 million gallons for the month.

**BOROUGH OPERATIONS:**

- A. Borough Operations – June
  1. Empty trash in Pavilion and at Trailhead.
  2. Moved granite boulders to the park using the backhoe
  3. Took down tables and chairs in the Borough Community Room
  4. Prepped for and cleaned up after Concert in the Meadow
  5. Dropped off and picked up street signs for repair
  6. Replaced street signs

**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. Water Grant – Mr. Ebert provided a detailed update to the Board.

- B. Summit & Hillcrest Project- Mr. Ebert provided and update to the Board.

**SOLICITOR'S REPORT:**

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

**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, 4-0, adjourned at 7:52 pm.

**Respectfully submitted:**

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**Board Member**

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING  
August 9, 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 July 12, 2023**
- V. VISITORS:**
  - A. Confirmed Appointments:**
  - B. From the Floor:**
- VI. FINANCIAL REPORT:**
  - A. Bills List 8/2023 in the amount of \$107,417.25**
    - 1. Checks – \$74,936.57**
    - 2. Payroll and Pension Transfers – \$32,480.68**
    - 3. Bills Paid Before Meeting – \$1,793.74**
  - B. Bills List 8/2023A Flood Damage Repair \$35,573.39**
  - C. Income Statement and Summary**
  - D. Bank Statements**
  - E. Inter Account Transfers**
- VII. MANAGEMENT REPORT**
  - A. ADMINISTRATION**
    - 1. Report of Delinquent Accounts: There were Eighty-Four (84) Shut Off letters sent in the month of July totaling \$35,674.01. The total amount collected was \$34,661.39. Seventy-Eight (78) customers paid in full. Six (6) customers made a partial payment and agreed to a payment plan.**
    - 2. SBA Administration Building – Update**
    - 3. Update on Ongoing Flood Restoration Efforts**
    - 4. Loan Drawdown**
  - B. WATER DEPARTMENT**
    - 1. Water production – July**
      - a. 280,772 GPD**
      - b. 194,172 Wells**
      - c. 93,913 Interconnections**
    - 2. Operations Update**
  - C. SEWER DEPARTMENT**
    - 1. Discharge Monitoring Report**
      - a. June – Daily Average Flow 0.1161**
      - b. June – Total Monthly Flow 3.4841**
    - 2. Operations Update**
- VIII. BOROUGH OPERATIONS**
  - A. Borough Operations – July**
    - 1. Emptied trash at trailhead and pavilion**
    - 2. Prepped for and cleaned up after Concert in the Meadow**
    - 3. Completed installing street signs**
- 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:**

**SCHWENKSVILLE BOROUGH AUTHORITY**  
**BOARD OF DIRECTORS MEETING: AUGUST 9, 2023**

1

**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, Secretary Brian Corbin and 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; 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 July 12, 2023 and asked for approval when, Mr. Corbin moved and Mr. Slater seconded, accepting the Board of Director's meeting minutes of July 12, 2023 by a 5-0 vote.

**VISITORS:**

Confirmed Appointments - None  
Karen Slater  
Chris Melville  
Marla Hexter

**FINANCIAL REPORT:**

The Board then reviewed Bill List 8/2023 in the amount of \$107,417.25. The Board reviewed checks to be signed in the amount of \$74,936.57. In addition, payroll, and pension transfers in the amount of \$32,480.68. Total Financial transaction of \$107,417.25 which summary is as follows:

Checks at meeting	\$ 74,936.57
Payroll, Pension & Other Transfers	\$ 32,480.68
Total Transfers and Checks	<b><u>\$ 107,417.25</u></b>

Accordingly, Mr. Pippert made a motion to approve Bill List 8/2023 in the amount of \$107,417.25, seconded by Mr. Corbin and approved by the Board 5-0.

The Board then reviewed Bill List 8/2023A in the amount of \$35,573.39. The Board reviewed checks to be signed in the amount of \$35,573.39. Accordingly, Mr. Slater made a motion to approve Bill List 8/2023A, in the amount of \$35,573.39, seconded by Mr. Rash and approved by the Board 5-0.

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING: AUGUST 9, 2023**

2

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 Eighty-Four (84) Shut Off letters sent in the month of July totaling \$35,674.01. The total amount collected was \$34,661.39. Seventy-Eight (78) customers paid in full. Six (6) customers made a partial payment and agreed to a payment plan.
2. Ongoing Flood Restorations – Mr. Scully provided an update to the Board.
3. Loan Drawdown –Mr. Rash made a motion to approve in the final loan drawdown in the amount of \$1,300,000, seconded by Mr. Slater and approved by the Board 5-0. The funds will remain in the Authority bank account to fund the main on Summit and the future needed plant capital projects.

**Water Department:**

- A. Management reported 280,772 gallons per day water usage for the month of July 2023. Authority wells produced 194,172 gallons per day and 93,913 gallons per day were taken from the interconnection.

**Sewer Department:**

- A. Management reported on June 2023 flows of a daily average flow of 0.1161 MGD and a total flow of 3.4841 million gallons for the month.

**BOROUGH OPERATIONS:**

- A. Borough Operations – July
  1. Empty trash in Pavilion and at Trailhead.
  2. Prepped for and cleaned up after Concert in the Meadow
  3. Completed installation of street signs

**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. Water Grant – Mr. Ebert provided a detailed update to the Board. The Grant funds distribution is expected by the end of September.
- B. Summit & Hillcrest Project- Mr. Ebert provided and update to the Board.
- C. Game Farm Rd Bid - Mr. Slater made a motion to amend the agenda to include the Game Farm Road Bid, seconded by Mr. Pippert and approved by the Board 5-0. Mr. Ebert provided and update to the Board.  
Mr. Slater made a motion to authorize Ebert Engineering to bid the Game Farm Road Project, seconded by Mr. Pippert and approved by the Board 5-0.

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING: AUGUST 9, 2023**

3

**SOLICITOR'S REPORT:**

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

**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, 5-0, adjourned at 7:41 pm.

**Respectfully submitted:**

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**Board Member**



**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING  
September 13, 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 August 9, 2023**
- V. VISITORS:**
  - A. Confirmed Appointments:**
  - B. From the Floor:**
- VI. FINANCIAL REPORT**
  - A. Bills List 9/2023 in the amount of \$128,894.86**
    - 1. Checks – \$88,802.33**
    - 2. Payroll and Pension Transfers – \$40,092.53**
  - B. Bills List 9/2023A Flood Damage Repair –\$4,833.00**
  - C. Bills List 9/2023B Escrow Release- Certificate of Substantial Completion, 106 Second Ave – \$20,347.74**
  - D. Income Statement and Summary**
  - E. Bank Statements**
  - F. Inter Account Transfers**
- VII. MANAGEMENT REPORT**
  - A. ADMINISTRATION**
    - 1. Report of Delinquent Accounts: There were Forty (40) Shut Off letters sent in the month of August totaling \$9,725.85. The total amount collected was \$8,275.44. Twenty-Nine (29) customers paid in full. Eight (8) customers made a partial payment and agreed to a payment plan and Three (3) Customers did not pay and were sent a Certified letter with a Shut Off date of 9/12/23.**
    - 2. Update on Ongoing Flood Restoration Efforts**
    - 3. Loan Drawdown**
    - 4. 2024 Minimum Municipal Obligation (MMO)**
    - 5. Paying Borough for use of Meeting Room**
    - 6. Water Service Agreement - 19 Riverside Avenue**
  - B. WATER DEPARTMENT**
    - 1. Water production – August**
      - a. 293,615 GPD**
      - b. 206,573 Wells**
      - c. 93,995 Interconnections**
    - 2. Operations Update**
  - C. SEWER DEPARTMENT**
    - 1. Discharge Monitoring Report**
      - a. July – Daily Average Flow 0.1409**
      - b. July – Total Monthly Flow 4.3672**
    - 2. Operations Update**
- VIII. BOROUGH OPERATIONS**
  - A. Borough Operations – August**
    - 1. Emptied trash at trailhead and pavilion**
    - 2. Prepped for and cleaned up after Concert in the Meadow**
    - 3. Cold patched potholes on Cedar & Boyer Alley**

**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**

- 1. Sutter Crane**
- 2. 117 Third Ave- Approval of Easement**

**XI. CHAIRMAN'S MINUTE:**

**A. Announcements**

**XII. ADJOURN:**

**SCHWENKSVILLE BOROUGH AUTHORITY**  
**BOARD OF DIRECTORS MEETING: SEPTEMBER 13, 2023**

1

**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 Vice Chairman Thomas Slater.

**ROLL CALL:**

In addition to Vice Chairman Slater, other members present were Treasurer Brian Pippert, Secretary Brian Corbin and Secretary Treasurer Darren Rash. Chairman Markley was excused from attendance.

Also, attending at the invitation of the Board was John Scully, of Private Utility Enterprises, Inc., Management Consultant to the Authority. The Authority Engineer and Solicitor were not in attendance.

**MINUTES:**

Vice Chairman Slater then presented the minutes of August 9, 2023 and asked for approval when, Mr. Pippert moved and Mr. Rash seconded, accepting the Board of Director's meeting minutes of August 9, 2023 by a 4-0 vote.

**VISITORS:**

Confirmed Appointments - None  
Karen Slater

**FINANCIAL REPORT:**

The Board then reviewed Bill List 9/2023 in the amount of \$128,894.86. The Board reviewed checks to be signed in the amount of \$88,802.33. In addition, payroll, and pension transfers in the amount of \$40,092.53. Total Financial transaction of \$128,894.86 which summary is as follows:

Checks at meeting	\$ 88,802.33
Payroll, Pension & Other Transfers	\$ 40,092.53
Total Transfers and Checks	<b><u>\$ 128,894.86</u></b>

Accordingly, Mr. Rash made a motion to approve Bill List 9/2023 in the amount of \$128,894.86, seconded by Mr. Corbin and approved by the Board 4-0.

The Board then reviewed Bill List 9/2023A in the amount of \$4,833.00. The Board reviewed checks to be signed in the amount of \$4,833.00. Accordingly, Mr. Pippert made a motion to approve Bill List 9/2023A, in the amount of \$4,833.00, seconded by Mr. Corbin and approved by the Board 4-0.

The Board then reviewed Bill List 9/2023B in the amount of \$20,347.74. The Board reviewed checks to be signed in the amount of \$20,347.74. Accordingly, Mr. Rash made a motion to approve Bill List 9/2023B, in the amount of \$20,347.74, seconded by Mr. Pippert and approved by the Board 4-0.

**SCHWENKSVILLE BOROUGH AUTHORITY**  
**BOARD OF DIRECTORS MEETING: SEPTEMBER 13, 2023**

2

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 Forty (40) Shut Off letters sent in the month of August totaling \$9,725.85. The total amount collected was \$8,275.44. Twenty- Nine (29) customers paid in full. Eight (8) customers made a partial payment and agreed to a payment plan. Three (3) customers did not pay and were sent a Certified letter with a Shut Off date of 9/12/2023
2. Ongoing Flood Restorations – Mr. Scully provided an update to the Board.
3. Loan Drawdown –Mr. Scully provided an update to the Board. The funds drawdown is expected to be completed by the end of the month.
4. 2024 Minimum Municipal Obligation (MMO) – Mr. Scully reviewed the MMO with the Board. The Authority will pay the MMO of \$9,266.00 for the plan.
5. Paying Borough –Mr. Scully discussed with the Board the use of the Borough building for the Authority meetings.
6. Water Service Agreement for 19 Riverside Ave – Mr. Pippert made a motion to approve the Water Service Agreement for 19 Riverside Avenue, seconded by Mr. Rash and approved by the Board 4-0.
7. GIS Mapping System – Mr. Scully discussed with the Board the implementation of a GIS System. The system would be a joint project with the Borough and would cost the Authority \$1,200 per year.

**Water Department:**

- A. Management reported 293,615 gallons per day water usage for the month of August 2023. Authority wells produced 206,573 gallons per day and 93,995 gallons per day were taken from the interconnection.

**Sewer Department:**

- A. Management reported on July 2023 flows of a daily average flow of 0.1409 MGD and a total flow of 4.3672 million gallons for the month.

**BOROUGH OPERATIONS:**

- A. Borough Operations – August
  1. Empty trash in Pavilion and at Trailhead.
  2. Prepped for and cleaned up after Concert in the Meadow
  3. Cold Patched potholes on Cedar and Boyer Alley

**ENGINEER'S REPORT:**

Mr. Scully reviewed the Engineer's Report with the Board.

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING: SEPTEMBER 13, 2023**

3

**SOLICITOR'S REPORT:**

Mr. Scully reviewed the Solicitor's Report with the Board.

117 Third Ave Easement - Mr. Rash made a motion to approve the Easement for 117 Third Avenue, seconded by Mr. Pippert and approved by the Board 4-0.

**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, 4-0, adjourned at 7:37 pm.

**Respectfully submitted:**

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**Board Member**

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING  
October 11, 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 September 13, 2023**
- V. VISITORS:**
  - A. Confirmed Appointments: Myles Bartos, EPA Re: Baghurst**
  - B. From the Floor:**
- VI. FINANCIAL REPORT:**
  - A. Bills List 10/2023 in the amount of \$108,507.88**
    - 1. Checks – \$79,422.78**
    - 2. Payroll and Pension Transfers – \$31,467.60**
  - B. Bills List 10/2023A Flood Damage Repair –\$117,190.00**
  - C. Income Statement and Summary**
  - D. Bank Statements**
  - E. Inter Account Transfers**
- VII. MANAGEMENT REPORT**
  - A. ADMINISTRATION**
    - 1. Report of Delinquent Accounts: There were Eighty-Four (84) Shut Off letters sent in the month of September totaling \$51,931.19. The total amount collected was \$42,651.15. Seventy-Five (75) customers paid in full. Nine (9) customers made a partial payment and agreed to a payment plan.**
    - 2. Paying Borough for use of Meeting Room**
    - 3. Constellation Electric Rates**
    - 4. Well #7 Automated Standpipe Fill Control System**
  - B. WATER DEPARTMENT**
    - 1. Water production – September**
      - a. 286,230 GPD**
      - b. 199,605 Wells**
      - c. 93,986 Interconnections**
    - 2. Operations Update**
    - 3. Flushing Completed**
  - C. SEWER DEPARTMENT**
    - 1. Discharge Monitoring Report**
      - a. August – Daily Average Flow 0.1268**
      - b. August – Total Monthly Flow 3.9296**
    - 2. Operations Update**
- VIII. BOROUGH OPERATIONS**
  - A. Borough Operations – September**
    - 1. Emptied trash at trailhead and pavilion**

**IX. ENGINEERING REPORT: Refer to enclosed written report.**

**A. Authority**

**1. See Written Report**

**2. Water Grant**

**X. SOLICITOR'S REPORT:**

**A. Authority**

**XI. CHAIRMAN'S MINUTE:**

**A. Announcements**

**XII. ADJOURN:**

**SCHWENKSVILLE BOROUGH AUTHORITY**  
**BOARD OF DIRECTORS MEETING: OCTOBER 11, 2023**

1

**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 Vice Chairman Thomas Slater.

**ROLL CALL:**

In addition to Vice Chairman Slater, other members present were Treasurer Brian Pippert, Secretary Brian Corbin and Secretary Treasurer Darren Rash. Chairman Markley 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; John Scully, of Private Utility Enterprises, Inc., Management Consultant to the Authority.

**MINUTES:**

Vice Chairman Slater then presented the minutes of September 13, 2023 and asked for approval when, Mr. Rash moved and Mr. Corbin seconded, accepting the Board of Director's meeting minutes of September 13, 2023 by a 4-0 vote.

**VISITORS:**

Confirmed Appointments – Myles Bartos, EPA Re: Baghurst – An update was provided to the Board. The Board discussed with Mr. Bartos the payment of the Tapping fees for the connections.

**FINANCIAL REPORT:**

The Board then reviewed Bill List 10/2023 in the amount of \$108,507.88. The Board reviewed checks to be signed in the amount of \$79,422.78. In addition, payroll, and pension transfers in the amount of \$31,467.60. Total Financial transaction of \$108,507.88 which summary is as follows:

Checks at meeting	\$ 79,422.78
Payroll, Pension & Other Transfers	\$ 31,467.60
Checks Paid Before Meeting	\$ 2,382.50
Total Transfers and Checks	<b><u>\$ 108,507.88</u></b>

Accordingly, Mr. Rash made a motion to approve Bill List 10/2023 in the amount of \$108,507.88, seconded by Mr. Corbin and approved by the Board 4-0.

The Board then reviewed Bill List 10/2023A in the amount of \$117,190.00. The Board reviewed checks to be signed in the amount of \$117,190.00. Accordingly, Mr. Pippert made a motion to approve Bill List 10/2023A, in the amount of \$117,190.00, seconded by Mr. Rash and approved by the Board 4-0.

The Board generally reviewed the financial reports as well as the income statement and summary.



**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING: OCTOBER 11, 2023**

2

**MANAGEMENT REPORT:**

**Administration:**

1. Report of Delinquent Accounts - There were Eighty-Four (84) Shut Off letters sent in the month of September totaling \$51,931.19. The total amount collected was \$42,651.15. Seventy-Five (75) customers paid in full. Nine (9) customers made a partial payment and agreed to a payment plan.
2. Paying Borough –Mr. Scully discussed with the Board the use of the Borough building for the Authority meetings. Mr. Pippert made a motion to approve paying Schwenksville Borough per meeting, based on the Borough fee schedule, for use of their meeting room, seconded by Mr. Corbin and approved by the Board 4-0.
3. Electric Rates- Mr. Scully provided an overview of the Electric Auction for negotiating the fees. Mr. Rash made a motion to authorized Mr. Slater and Mr. Scully to participate in the Electric auction and execute the necessary documents, seconded by Mr. Pippert and approved by the Board 4-0.
4. Well #4 Automated Standpipe Fill Control System- Mr. Scully provided an update to the Board. Staff will obtain quotes for the repair and start in 2024.

**Water Department:**

- A. Management reported 286,230 gallons per day water usage for the month of September 2023. Authority wells produced 199,605 gallons per day and 93,986 gallons per day were taken from the interconnections.

**Sewer Department:**

- A. Management reported on August 2023 flows of a daily average flow of 0.1268 MGD and a total flow of 3.9296 million gallons for the month.

**BOROUGH OPERATIONS:**

- A. Borough Operations – September
  1. Empty trash in Pavilion and at Trailhead.

**ENGINEER'S REPORT:**

Mr. Ebert reviewed the Engineer's Report with the Board. The H2O Grant will be granted in November.

**SOLICITOR'S REPORT:**

Mr. Grim reviewed the Solicitor's Report with the Board.

**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, 4-0, adjourned at 8:20 pm.

**Respectfully submitted:**

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**Board Member**

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING  
November 8, 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 October 11, 2023**
- V. VISITORS:**
  - A. Confirmed Appointments:**
  - B. From the Floor:**
- VI. FINANCIAL REPORT:**
  - A. Bills List 11/2023 in the amount of \$267,372.69**
    - 1. Checks – \$235,435.97**
    - 2. Payroll and Pension Transfers – \$32,728.72**
    - 3. Checks signed before Meeting – \$792.00**
  - B. Income Statement and Summary**
  - C. Bank Statements**
  - D. Inter Account Transfers**
- VII. MANAGEMENT REPORT**
  - A. ADMINISTRATION**
    - 1. Report of Delinquent Accounts: There were Sixty-Four (64) Shut Off letters sent in the month of October totaling \$31,322.40. The total amount collected was \$21,224.07. Fifty-One (51) customers paid in full. Thirteen (13) customers made a partial payment and agreed to a payment plan.**
    - 2. Constellation Electric Rates**
    - 3. 2024 Draft Budget**
  - B. WATER DEPARTMENT**
    - 1. Water production – October**
      - a. 302,157 GPD**
      - b. 198,049 Wells**
      - c. 148,288 Interconnections**
    - 2. Operations Update**
    - 3. Flushing Completed**
  - C. SEWER DEPARTMENT**
    - 1. Discharge Monitoring Report**
      - a. September – Daily Average Flow 0.1552**
      - b. September – Total Monthly Flow 4.6546**
    - 2. Operations Update**
- VIII. BOROUGH OPERATIONS**
  - A. Borough Operations – October**
    - 1. Emptied trash at trailhead and pavilion**
- IX. ENGINEERING REPORT: Refer to enclosed written report.**
  - A. Authority**
    - 1. See Written Report**
    - 2. Water Grant**

**X. SOLICITOR'S REPORT:**

**A. Authority**

**1. Baghurst – Tapping Fees Action Needed**

**XI. CHAIRMAN'S MINUTE:**

**A. Announcements**

**XII. ADJOURN:**

**SCHWENKSVILLE BOROUGH AUTHORITY**  
**BOARD OF DIRECTORS MEETING: NOVEMBER 8, 2023**

1

**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 Vice Chairman Thomas Slater.

**ROLL CALL:**

In addition to Vice Chairman Slater, other members present were Treasurer Brian Pippert, Secretary Brian Corbin and Secretary Treasurer Darren Rash. Chairman Markley 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; Matt Hoover, representing the Authority's Solicitor's firm of Grim, Biehn & Thatcher; John Scully, of Private Utility Enterprises, Inc., Management Consultant to the Authority.

**MINUTES:**

Vice Chairman Slater then presented the minutes of October 11, 2023 and asked for approval when, Mr. Pippert moved and Mr. Corbin seconded, accepting the Board of Director's meeting minutes of October 11, 2023 by a 4-0 vote.

**VISITORS:**

Confirmed Appointments —.

**FINANCIAL REPORT:**

The Board then reviewed Bill List 11/2023 in the amount of \$267,372.69. The Board reviewed checks to be signed in the amount of \$235,435.97. In addition, payroll, and pension transfers in the amount of \$32,728.72. Total Financial transaction of \$108,507.88 which summary is as follows:

Checks at meeting	\$ 235,435.97
Payroll, Pension & Other Transfers	\$ 32,728.72
Checks Paid Before Meeting	\$ 792.00
Total Transfers and Checks	<b><u>\$ 267,372.69</u></b>

Accordingly, Mr. Corbin made a motion to approve Bill List 11/2023 in the amount of \$267,372.69, seconded by Mr. Rash and approved by the Board 4-0.

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 Sixty-Four (64) Shut Off letters sent in the month of October totaling \$31,322.40. The total amount collected was \$21,224.07. Fifty-One (51) customers paid in full. Thirteen (13) customers made a partial payment and agreed to a payment plan.

**SCHWENKSVILLE BOROUGH AUTHORITY**  
**BOARD OF DIRECTORS MEETING: NOVEMBER 8, 2023**

2

2. Constellation Electric Rates – Mr. Scully reviewed the Electric Auction results with the Board. The rates were locked in for a 4-year term at .07236/kwh.
3. 2024 Budget - Mr. Scully provided the 2024 Draft Budget with the Board for review.

**Water Department:**

- A. Management reported 302,157 gallons per day water usage for the month of October 2023. Authority wells produced 198,049 gallons per day and 148,288 gallons per day were taken from the interconnections.

**Sewer Department:**

- A. Management reported on September 2023 flows of a daily average flow of 0.0.1552 MGD and a total flow of 4,6546 million gallons for the month.

**BOROUGH OPERATIONS:**

- A. Borough Operations – October
  1. Empty trash in Pavilion and at Trailhead.

**ENGINEER'S REPORT:**

Mr. Ebert reviewed the Engineer's Report with the Board. The H2O Grant will be granted in November.

**SOLICITOR'S REPORT:**

Mr. Hoover reviewed the Solicitor's Report with the Board.

A. Baghurst – Mr. Hoover provided an update to the Board. Mr. Grimm will be contacting the EPA via letter regarding the Authority's Tapping Fees.

**ADJOURNMENT:**

The Board held an Executive Session on Tuesday, November 7, 2023 at 3:00 p.m. to discuss matters of potential litigation. No action was taken.

The Board recessed to an Executive Session to discuss personnel matters. No action was taken  
The Board reconvened to the regular meeting.

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, 4-0, adjourned at 7:35 pm.

**Respectfully submitted:**

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**Board Member**

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING  
December 13, 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 November 8, 2023**
- V. VISITORS:**
  - A. Confirmed Appointments:**
  - B. From the Floor:**
- VI. FINANCIAL REPORT:**
  - A. Bills List 12/2023 in the amount of \$126,060.59**
    - 1. Checks – \$86,141.45**
    - 2. Payroll and Pension Transfers – \$39,919.14**
  - B. Income Statement and Summary**
  - C. Bank Statements**
  - D. Inter Account Transfers**
- VII. MANAGEMENT REPORT**
  - A. ADMINISTRATION**
    - 1. Report of Delinquent Accounts: There were One Hundred and Two (102) Shut Off and Past Due letters sent in the month of November totaling \$40,345.65. The total amount collected was \$37,783.32. Eighty-Four (84) customers paid in full. Nine (9) customers made a partial payment and agreed to a payment plan, and Nine (9) customers made no payment but agreed to a payment plan.**
    - 2. 2024 Meeting Dates for Publication**
    - 3. 2024 Budget**
  - B. WATER DEPARTMENT**
    - 1. Water production – November**
      - a. 273,687 GPD**
      - b. 188,677 Wells**
      - c. 95,238 Interconnections**
    - 2. Operations Update**
  - C. SEWER DEPARTMENT**
    - 1. Discharge Monitoring Report**
      - a. October – Daily Average Flow 0.1225**
      - b. October – Total Monthly Flow 3.7983**
    - 2. Operations Update**
- VIII. BOROUGH OPERATIONS**
  - A. Borough Operations – November**
    - 1. Emptied trash at trailhead and pavilion**
    - 2. Filled and placed all salt bins out in the Borough**
    - 3. Replaced a Stop sign pole on 3<sup>rd</sup> & Perkiomen**
- IX. ENGINEERING REPORT: Refer to enclosed written report.**
  - A. Authority**

1. See Written Report
2. Game Farm Road Bid Authorization

**X. SOLICITOR'S REPORT:**

**A. Authority**

1. Baghurst – Modified Access Order
2. Farm View – Development Agreement

**XI. CHAIRMAN'S MINUTE:**

**A. Announcements**

**XII. ADJOURN:**

**SCHWENKSVILLE BOROUGH AUTHORITY**  
**BOARD OF DIRECTORS MEETING: DECEMBER 13, 2023**

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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 Vice Chairman Thomas Slater.

**ROLL CALL:**

In addition to Vice Chairman Slater, other members present were Treasurer Brian Pippert, Secretary Brian Corbin and Secretary Treasurer Darren Rash. Chairman Markley was excused from attendance.

Also, attending at the invitation of the Board were Colby Grim, representing the Authority's Solicitor's firm of Grim, Biehn & Thatcher and John Scully, of Private Utility Enterprises, Inc., Management Consultant to the Authority.

**MINUTES:**

Vice Chairman Slater then presented the minutes of November 8, 2023 and asked for approval when, Mr. Pippert moved and Mr. Rash seconded, accepting the Board of Director's meeting minutes of November 8, 2023 by a 4-0 vote.

**VISITORS:** Kevin O'Donnell, Ted Poasty, Jr, Rick Sacks from the Upper Salford Board

**FINANCIAL REPORT:**

The Board then reviewed Bill List 12/2023 in the amount of \$126,060.59. The Board reviewed checks to be signed in the amount of \$86,141.45. In addition, payroll, and pension transfers in the amount of \$39,919.14. Total Financial transaction of \$126,060.59 which summary is as follows:

Checks at meeting	\$ 86,141.45
Payroll, Pension & Other Transfers	\$ 39,919.14
Total Transfers and Checks	<b><u>\$ 126,060.59</u></b>

Accordingly, Mr. Pippert made a motion to approve Bill List 12/2023 in the amount of \$126,060.59, seconded by Mr. Corbin and approved by the Board 4-0.

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 One Hundred and Two (102) Shut Off and Past Due letters sent in the month of November totaling \$40,345.65. The total amount collected was \$37,783.32. Eighty- Four (84) customers paid in full. Nine (9) customers made a partial payment and agreed to a payment plan and Nine (9) customers made no payment but agreed to a payment plan.
2. Constellation Electric Rates – Mr. Scully reviewed the Electric Auction results with the Board. The rates were locked in for a 4-year term at .07236/kwh.



**SCHWENKSVILLE BOROUGH AUTHORITY**  
**BOARD OF DIRECTORS MEETING: DECEMBER 13, 2023**

2

3. 2024 Meeting Dates – Mr. Rash made a motion to approve the 2024 Authority Board meeting dates, seconded by Mr. Pippert and approved by the Board 4-0.
4. 2024 Draft Budget – Mr. Scully reviewed the 2024 Draft Budget with the Board. Accordingly, Mr. Pippert made a motion to approve the 2024 Operating Budget as presented noting a 2% increase in water and sewer rates effective January 1, 2024, seconded by Mr. Corbin and approved by the Board 4-0. A copy of the approved budget will be sent to the Borough.

**Water Department:**

- A. Management reported 273,687 gallons per day water usage for the month of November 2023. Authority wells produced 188,677 gallons per day and 95,238 gallons per day were taken from the interconnections.

**Sewer Department:**

- A. Management reported on October 2023 flows of a daily average flow of 0.1225 MGD and a total flow of 3.7983 million gallons for the month.

**BOROUGH OPERATIONS:**

- A. Borough Operations – November
  1. Empty trash in Pavilion and at Trailhead.

**ENGINEER'S REPORT:**

Mr. Scully reviewed the Engineer's Report with the Board.

- A. Game Farm Road Bid– Mr. Scully reviewed the Project with the Board. The Bid for the project will be placed on PennBid in January.

The Board recessed to an Executive Session at 6:30 p.m. to discuss personnel matters. No action was taken. The Board reconvened to the regular meeting.

**SOLICITOR'S REPORT:**

Mr. Grimm reviewed the Solicitor's Report with the Board.

- A. Baghurst Modified Access Order – Mr. Rash made a motion to approve the modified Access Agreement with the EPA, seconded by Mr. Corbin and approved by the Board 4-0.
- B. Farm View Developer Agreement – No action taken.

**ADJOURNMENT:**

There being no further business brought before the Board, Mr. Pippert made a motion to adjourn, seconded by Mr. Corbin and approved by the Board, 4-0, adjourned at 8:37 pm.

**Respectfully submitted:**

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**Board Member**