

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: JULY 10, 2019**

1

The Regular meeting of the Schwenksville Borough Authority was called to order at the offices of the Authority, 298 Main Street, at 5:00 PM by Chairman John Markley. Mr. Markley then announced that the meeting time change was duly advertised as required.

ROLL CALL:

In addition to Chairman Markley, other members present were, Vice Chairman Donald Whitko and Secretary Tom Slater. Treasurer Brian Pippert attended the meeting via teleconference. Also attending at the invitation of the Board were Blake Romanowski P.E., Ebert Engineering, Inc., Consulting Engineer to the Authority, Michael K. Sullivan, President of Private Utility Enterprises, Inc., Management Consultant to the Authority and John Scully, also of Private Utility Enterprises, Inc. Treasurer Greg Pocius was absent.

The Pledge of Allegiance was recited.

MINUTES:

Chairman Markley then presented the minutes of June 12, 2019 and asked for approval when, Mr. Whitko moved and Mr. Slater seconded, accepting the Board of Director's meeting minutes of June 12, 2019, by a 4-0 vote.

VISITORS:

Confirmed Appointments – Solicitor

Authority Solicitor Appointment - Grimm Biehn & Thatcher, Peter Nelson Esq., - A motion by Mr. Whitko, seconded by Mr. Slater to appoint Peter Nelson of Grimm Biehn & Thatcher to the position of Authority Solicitor. The motion passed unanimously with a 4-0 vote.

FINANCIAL REPORT:

The Board then reviewed Bill List 7/2019A in the amount of \$179,446.86. The Board reviewed checks to be signed in the amount of \$66,364.55. In addition, payroll and pension transfers are in the amount of \$30,806.48; automatic withdrawals in the amount of \$82,275.83. Total Financial transactions of \$179,446.86 which summary is as follows:

Checks at meeting	\$ 66,364.55
Payroll & Pension Transfers	\$ 30,806.48
<u>Automatic Transfers</u>	<u>\$ 82,275.83</u>
Total	<u>\$ 179,446.86</u>

Accordingly, Mr. Whitko made a motion to approve Bill List 7/2019A in the amount of \$179,446.86 seconded by Mr. Slater and approved by the Board 4-0.

The Board then reviewed Bill List 7/2019B in the amount of \$39,914.65, which summary is as follows:

Professional Costs	\$ 9,644.37
<u>Construction Costs</u>	<u>\$ 30,270.28</u>
Total	<u>\$ 39,914.65</u>

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2

Accordingly, Mr. Whitko made a motion to approve Bill List 7/2019B in the amount of \$39,914.65, seconded by Mr. Slater and approved by the Board 4-0.

104 Meng Rd Escrow Release -\$1,208.45- Mr. Whitko made a motion to approve the 104 Meng Road escrow release in the amount of \$1,208.45 seconded by Mr. Slater and approved by the Board 4-0.

The Board generally reviewed the financial reports as well as the income statement and summary. Mr. Sullivan noted that he answered several questions related to the bill payment list from Mr. Pippert and Mr. Pocius and they have reviewed the bank statements and account transfers for the financial statements prior to the Board Meeting. Mr. Sullivan reviewed the bank account balances with the Board and the status of drawing funds from the Pennvest Loan.

MANAGEMENT REPORT:

A. Administration:

1. Report of Delinquent Accounts - There were Thirty-Seven (37) Shut-off Letters sent in the month of June totaling \$7,192.81. The total amount collected was \$6,939.18. Thirty-Three (33) customers paid in full and Four (4) customers made a partial payment and agreed to a payment plan.
2. Baghurst Alley/EPA-Proposed Water Main Extension - Update — Mr. Sullivan provided an update to the Board and noted the discussion are moving forward with the EPA representative on the project.

Water Department:

- A.** Management reported 317,717 gallons per day water usage for the month of June 2019. Authority wells produced 232,382 gallons per day and 85,335 gallons per day were taken from the interconnection.

Sewer Department:

- A.** Management reported on May 2019 flows of a daily average flow of 0.2652 MGD and a total flow of 8.222 million gallons for the month.

BOROUGH OPERATIONS:

A. Borough Operations – June

1. Emptied trash in Pavilion and at Trailhead on multiple occasions throughout the month and prepared Meadow and pavilion electric for Community Day.
2. Repaired blocked sewer lateral at Annex.
3. Vacuumed out & videoed PVC drain line in back of Borough Hall.
4. Replaced sign anchor & post @ Church & Main.
5. Cold patch potholes on 2nd St & on Highland Ave
6. Repaired drainage pipe.
7. Unclog ladies room toilet at the Annex.
8. Moved picnic tables again, Post-Concert in the Meadow.

ENGINEER'S REPORT:

Blake Romanowski, 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. Romanowski then provided an overview of the projects that have been prioritized.

A. Authority – Mr. Romanowski referred the Board to the written report

B. Water

1. Main Street Reconstruction Project – Mr. Romanowski provided an update to the Board related to the project status and schedule.

Pay Request #2 - A motion was made by Mr. Slater and second by Mr. Whitko to approve pay request #2 to Eagle Contracting, in the amount of \$30,270.28, by a 4-0 vote.

C. Sewer

1. I&I Repairs –Mr. Romanowski provided an update to the Board.

D. Developments

1. Lumberyard –Mr. Romanowski referred the Board to his written report.

2. Centennial Apartments – Mr. Romanowski referred the Board to his written report.

SOLICITOR'S REPORT:

Peter Nelson of Grim Biehn & Thatcher, the Authority Solicitor's provided a brief update for ongoing projects and thanked the Board for their appointment of his firm to the Authority Solicitors position.

CHAIRMAN'S MINUTE:

A. Announcements

ADJOURNMENT:

There being no further business brought before the Board, Mr. Whitko made a motion to adjourn, seconded by Mr. Pippert and approved by the Board, 4-0, adjourned at 6:10 p.m.

Respectfully submitted:

Board Member