

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING: JULY 8, 2020**

The Regular meeting of the Schwenksville Borough Authority was called to order at the offices of the Authority, 298 Main Street, at 7:00 PM by Chairman John Markley. The meeting was held via virtual meeting.

**ROLL CALL:**

In addition to Chairman Markley, other members present were Vice Chairman Donald Whitko, Treasurer Brian Pippert, Secretary Tom Slater and Asst. 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, Peter Nelson, representing the Authority's Solicitor's firm of Grim, Biehn & Thatcher, Michael K. Sullivan, President of Private Utility Enterprises, Inc., Management Consultant to the Authority and John Scully, also of Private Utility Enterprises, Inc.

Mr. Sullivan announced that the Authority is conducting the virtual meeting in response to the Covid-19 situation and that the Authority took steps to advertise the meeting to allow for public participation.

**MINUTES:**

Chairman Markley then presented the minutes of June 10, 2020, asked for approval when, Mr. Whitko moved and Mr. Pippert seconded, accepting the Board of Director's meeting minutes of June 10, 2020 by a 5-0 vote.

**VISITORS:**

There were no visitors or other attendees logged in to the meeting.

**FINANCIAL REPORT:**

The Board then reviewed Bill List 7/2020 in the amount of \$125,579.63. The Board reviewed checks to be signed in the amount of \$85,261.03. In addition, payroll and pension transfers in the amount of \$30,999.86, automatic withdrawals in the amount of \$3,846.74 and checks signed prior to the meeting in the amount of \$5,472.00. Total Financial transaction of \$125,579.63 which summary is as follows:

Checks at meeting	\$ 85,261.03
Payroll, Pension & Other Transfers	\$ 30,999.86
<u>Automatic Transfers</u>	<u>\$ 3,846.74</u>
	\$ 120,107.63
Checks prior to meeting	<u>\$ 5,472.00</u>
Total Transfers and Checks	<u><b>\$ 125,579.63</b></u>

Accordingly, Mr. Whitko made a motion to approve Bill List 7/2020 in the amount of \$120,107.63 seconded by Mr. Pippert and approved by the Board 5-0.

Accordingly, Mr. Whitko made a motion to approve the checks signed prior to the meeting, in the amount of \$5,472.00, seconded by Mr. Pippert and approved by the Board 5-0.

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING: JULY 8, 2020**

2

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. Sullivan generally reviewed the bank statements and account transfers for the financial statements with the Authority Board.

**MANAGEMENT REPORT:**

A. Administration:

1. Report of Delinquent Accounts - There were no Shut Off letters sent in the month of June.
2. Baghurst Alley – Mr. Sullivan provided an update to the Board. The EPA has retained a new engineering firm which has set the timeline back substantially.
3. Office Security Door – The security doors have been installed at the Authority building. Final touches are being made to the door.
4. Late Fees - Mr. Sullivan discussed with the Board continuing to waive late fees for homeowners in light of COVID-19. The Board agreed to waive fees until further notice.

**Water Department:**

- A. Management reported 322,886 gallons per day water usage for the month of June. Authority wells produced 168,556 gallons per day and 154,330 gallons per day were taken from the interconnection.

**Sewer Department:**

- A. Management reported on May 2020 flows of a daily average flow of 0.1603 MGD and a total flow of 4.9694 million gallons for the month.

**BOROUGH OPERATIONS:**

A. Borough Operations – June

1. Emptied trash at Trailhead, Annex and Pavilion, twice a week, every week,
2. Cleaned up paint ball mess on Forest & Centennial
3. Cleared debris on Centennial, 2<sup>nd</sup>, 3<sup>rd</sup> & 4<sup>th</sup> with dump truck
4. Placed stop signs out on Perkiomen Ave & Main due to power outage
5. Cleaned up debris on Miller St due to storm
6. Replaced batteries in all flashing beacons

**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. H2O PA Water & Sewer and PA Small Water & Sewer Grant Application-  
Mr. Ebert provided an update to the Board and noted that the award was postponed to September 15, 2020. The Authority application is under review.
2. Tapping Fee – There was no update at this meeting.
3. Well #7 – Mr. Ebert provided an update to the Board and noted they are awaiting the contractor to perform the work.

**SOLICITOR’S REPORT:**

Peter Nelson of Grim Biehn & Thatcher, provided a brief update to the Board.

**ADJOURNMENT:**

The Board noted that the August meeting will be a virtual meeting. There being no further business brought before the Board, Mr. Whitko made a motion to adjourn, seconded by Mr. Rash and approved by the Board, 5-0, adjourned at 7:28 p.m.

**Respectfully submitted:**

---

**Board Member**