

**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:**

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**ROLL CALL:**

The Regular meeting of the Schwenksville Borough Authority was called to order at Schwenksville Borough Hall, 300 Main St, Schwenksville at 7:00 PM by Chairman John Markley.

**ROLL CALL:**

In addition to Chairman Markley, other members present were Vice Chairman Thomas Slater, Treasurer Brian Pippert, 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.

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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.

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**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**