

SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING
August 10, 2022– 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 13, 2022**
- V. VISITORS:**
 - A. Confirmed Appointments:**
 - 1. Joe Phillips – Office Repair Bid**
 - 2. THP**
 - B. From the Floor:**
- VI. FINANCIAL REPORT:**
 - A. Bills List 8/2022 in the amount of \$89,281.09**
 - 1. Checks – \$52,665.72**
 - 2. Payroll and Pension Transfers – \$32,602.10**
 - 3. Checks Signed before meeting - \$4,013.27**
 - B. Bills List 8/2022A Flood Damage Repair- \$3,132.00**
 - 1. Checks – \$3,132.00**
 - C. Income Statement and Summary**
 - D. Bank Statements**
 - E. Inter Account Transfers**
- VII. MANAGEMENT REPORT**
 - A. ADMINISTRATION**
 - 1. Report of Delinquent Accounts: There were Fifty-One (51) Shut Off letters sent in the month of July totaling \$16,623.57. The total amount collected was \$14,697.55. Forty-One (40) customers paid in full and Ten (11) customers made a partial payment.**
 - 2. Proposed Development Updates - THP**
 - 3. Baghurst Alley/EPA- Budget and Update**
 - 4. Investment Profile**
 - 5. SBA Administration Building - Update**
 - 6. Ongoing Flood Restoration Efforts – Generator Platform Proposals**
 - 7. Paperless Billing and Automatic Payment Withdrawals**
 - B. WATER DEPARTMENT**
 - 1. Water production – July**
 - a. 312,851 GPD**
 - b. 206,991 Wells**
 - c. 105,861 Interconnection**
 - 2. Lead and Copper Testing- Results**
 - C. SEWER DEPARTMENT**
 - 1. Discharge monitoring Report**
 - a. June– Daily Average Flow 0.1198**
 - b. June– Total Monthly Flow 3.5931 MG**

2. Operations Update

VIII. BOROUGH OPERATIONS

A. Borough Operations – July

1. Emptied trash at Trailhead and Pavilion
2. Prep & clean up detail for Concert in the Meadow
3. Took yard waste to Barnside Compost for Borough
4. Cleaned up & reinstalled street signs on damaged pole @ Main & Perkiomen Ave

IX. ENGINEERING REPORT: Refer to enclosed written report.

A. Authority

1. Update on On-Going Odor Control and Flood Control Evaluations

B. Water

1. See Written Report

C. Sewer

1. I & I – Sewer Repairs – Update
2. Sanitary Sewer lining Project

D. Developments

1. Update on Ongoing and Proposed Developments
2. Lumberyard - Update

X. SOLICITOR'S REPORT:

A. Authority

B. Developments- Lumberyard and 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 Jerusalem Lutheran, 311 Second 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 Treasurer Darren Rash and Assistant 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, President of Private Utility Enterprises, Inc., Management Consultant to the Authority.

MINUTES:

Chairman Markley then presented the minutes of July 13, 2022 and asked for approval when, Mr. Pippert moved and Mr. Slater seconded, accepting the Board of Director's meeting minutes of July 13, 2022, by a 5-0 vote.

VISITORS:

Confirmed Appointments - none

THP -Todd Hendrix & Dean Rittenhouse– Discussed with the Board the potential sewer capacity for a new development in Lower Fredrick. Mr. Ebert advised THP that they would need to get Lower Fredrick to either change their Act 537 Plan to include the development or obtain written consent from the Lower Fredrick Board for Schwenksville to service properties. No further steps can be made by Schwenksville Authority until this step is complete.

Chris Melville
Karen Slater
Marla Hexter

FINANCIAL REPORT:

The Board then reviewed Bill List 8/2022 in the amount of \$89,281.09. The Board reviewed checks to be signed in the amount of \$52,665.72 and checks mailed prior to the meeting in the amount of \$4,013.27. In addition, payroll and pension transfers in the amount of \$32,602.10. Total Financial transaction of \$89,281.09 which summary is as follows:

Checks at meeting	\$ 52,665.72
Checks prior to meeting	\$ 4,013.27
	<u>\$ 56,678.99</u>
Payroll, Pension & Other Transfers	\$ 32,602.10
Total Transfers and Checks	<u>\$ 89,281.09</u>

Accordingly, Mr. Slater made a motion to approve Bill List 8/2022 in the amount of \$89,281.09, seconded by Mr. Pippert and approved by the Board 5-0.

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The Board then reviewed Bill List 8/2022A in the amount of \$3,132.00. The Board reviewed checks to be signed in the amount of \$3,132.00. Accordingly, Mr. Pippert made a motion to approve Bill List 8/2022A, in the amount of \$3,132.00, seconded by Mr. Slater and approved by the Board 5-0.

The Board generally reviewed the financial reports as well as the income statement and summary. Mr. Scully noted that he answered several questions related to the bill payment list. Mr. Pippert has reviewed the bank statements and account transfers for the financial statements with the Authority Board.

MANAGEMENT REPORT:

Administration:

1. Report of Delinquent Accounts - There were Fifty-One (51) Shut Off letters sent in the month of July totaling \$16,623.57. The total amount collected was \$14,697.55. Forty-one (41) customers paid in full and Ten (10) customers made partial payments and agreed to make monthly payments until paid in full.
2. Baghurst Alley- Budget and Update – Mr. Scully provided an update to the Board. Mr. Scully reviewed the proposed rate schedules for Baghurst Alley. Mr. Rash made a motion to approve the rate of \$8 per thousand gallons plus a \$20 service charge per month, seconded by Mr. Slater and approved by the Board 5-0. This rate will be reviewed annually to determine cost associated with Baghurst Alley.
3. Investment Profile – Mr. Scully provided an update to the Board.
4. SBA Administrative Building – Staff provided an update to the Board.
5. Ongoing Flood Restorations – Mr. Scully provided an update to the Board.
 - a. Generator Platform Proposals - Mr. Pippert made a motion to approve the CoStars proposal from Eastern Environmental, in the amount of \$78,000, seconded by Mr. Rash and approved by the Board 5-0.
 - b. Treatment Plant Lab Reconstruction Proposals - Mr. Pippert made a motion to approve the proposal for the reconstruction of the Lab from McLaughlin Construction, in the amount of \$12,365, seconded by Mr. Rash and approved by the Board 4-0-1. Mr. Slater abstained from the vote.
6. Paperless Billing and Automatic Payment Withdrawals – Mr. Scully provided an update to the Board.

Water Department:

- A. Management reported 312,851 gallons per day water usage for the month of July 2022. Authority wells produced 206,991 gallons per day and 105,861 gallons per day were taken from the interconnection.

Sewer Department:

- A. Management reported on June 2022 flows of a daily average flow of 0.1198 MGD and a total flow of 3.5931 million gallons for the month.

BOROUGH OPERATIONS:

- A. Borough Operations – July
 1. Empty trash in Pavilion and at Trailhead.
 2. Prep & clean up detail for Concert in the Meadow

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3. Took yard waste to Barnside Compost for Borough
4. Cleaned up & reinstalled street sign on damaged pole @ Main & Perkiomen

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. Plant Odor Control and Flood Control Evaluation – Mr. Ebert provided an update to the Board.
- B. Sewer
 1. I & I – Sewer Repairs – Mr. Ebert provided an update to the Board.
 2. Sanitary Sewer Lining Project – Mr. Ebert provided an update to the Board.
- C. Developments
 1. Lumberyard - Mr. Ebert provided an update to the Board.

SOLICITOR'S REPORT:

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

CHAIRMAN'S MINUTE:

ADJOURNMENT:

There being no further business brought before the Board, Mr. Slater made a motion to adjourn, seconded by Mr. Corbin and approved by the Board, 5-0, adjourned at 8:10 pm.

Respectfully submitted:

Board Member