

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING  
November 13, 2024– 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 9, 2024**
- V. VISITORS:**
  - A. Confirmed Appointments:**
  - B. From the Floor:**
- VI. FINANCIAL REPORT:**
  - A. Bills List 11/2024 in the amount of \$133,715.45**
    - 1. Checks – \$92,941.33**
    - 2. Payroll and Pension Transfers – \$40,774.12**
  - B. Income Statement and Summary**
  - C. Bank Statements**
  - D. Inter Account Transfers**
- VII. MANAGEMENT REPORT**
  - A. ADMINISTRATION**
    - 1. Report of Delinquent Accounts: There were Eighty-Seven (87) Past Due letters sent in the month of October totaling \$19,346.38. The total amount collected was \$16,088.17. Sixty-Eight (68) customers paid in full, Five (5) customers made a partial payment and agreed to a payment plan and Fourteen (14) customer was granted a hardship extension.**
    - 2. 2025 Draft Budget**
  - B. WATER DEPARTMENT**
    - 1. Water production – October**
      - a. 282,825**
      - b. 191.592 Wells**
      - c. 104,990 Interconnections**
    - 2. Operations Update**
  - C. SEWER DEPARTMENT**
    - 1. Discharge Monitoring Report**
      - a. September – Daily Average Flow 0.0846**
      - b. September– Total Monthly Flow 2.5374**
    - 2. Operations Update**
- VIII. BOROUGH OPERATIONS**
  - A. Borough Operations – October**
    - 1. Emptied trash at trailhead and pavilion**
    - 2. Repaired meadow picnic tables**
    - 3. Repaired Speed Limit Sign on 2<sup>nd</sup> St**

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

**A. Authority**

- 1.Consideration of Summit Ave. Pay Request No.3 in the amount of \$205,982.00**

**X. SOLICITOR'S REPORT:**

**A. Authority**

- 1. Baghurst –**
- 2. Melbourne Hill –**
- 3. Centennial Apartments-**
- 4. Artisan Land Co Landis Tract-**
- 5. Verizon Lease**

**XI. CHAIRMAN'S MINUTE:**

**A. Announcements**

**XII. ADJOURN:**

**SCHWENKSVILLE BOROUGH AUTHORITY**  
**BOARD OF DIRECTORS MEETING: November 13, 2024**

**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 Tom Slater.

**ROLL CALL:**

In addition to Vice Chairman Slater, other members present were Secretary Treasurer Darren Rash and Treasurer Brian Pippert. Chairman John Markley and Secretary Brian Corbin 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, Dave Knightly, 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 October 9, 2024 and asked for approval when, Mr. Rash moved and Mr. Corbin seconded, accepting the Board of Director's meeting minutes of October 9, 2024 by a 3-0 vote.

**VISITORS:**

There were no visitors.

**FINANCIAL REPORT:**

The Board then reviewed Bill List 11/2024 in the amount of \$133,715.45. The Board reviewed checks to be signed in the amount of \$92,941.33. In addition, payroll, and pension transfers in the amount of \$40,774.12. Total Financial transaction of \$133,715.45 which summary is as follows:

Checks at Meeting	\$ 92,941.33
Payroll, Pension & Other Transfers	\$ 40,774.12
Total Transfers and Checks	<b><u>\$ 133,715.45</u></b>

Accordingly, Mr. Rash made a motion to approve Bill List 11/2024 in the amount of \$133,715.45, 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 Eighty-Seven (87) Past Due letters sent in the month of October totaling \$19,346.38. The total amount collected was \$16,088.17. Sixty-Eight (68) customers paid in full. Five (5) customers made partial payments and agreed to a payment plan and Fourteen (14) customer was granted a hardship extension.
2. **2025 Draft Budget**- Mr. Scully reviewed the Draft budget with the Board. Based on the Board discussion, Mr. Scully will present the revised Draft Budget at the December meeting.

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING: November 13, 2024**

**3. Water Department:**

- A. Management reported 282,825 gallons per day water usage for the month of October 2024. Authority wells produced 191,592 gallons per day and 104,990 gallons per day were taken from the interconnections.
- B. Mr. Scully provided an update to the Board.
- C. Lead Service Lines – Mr. Scully provided an update to the Board.

**4. Sewer Department:**

- A. Management reported on September 2024 flows of a daily average flow of 0.0846 MGD and a total flow of 2.5374 million gallons for the month.
- B. Mr. Scully provided an update to the Board.

**BOROUGH OPERATIONS:**

- A. Borough Operations – October
  - 1. Empty trash in Pavilion and at Trailhead.
  - 2. Repaired Meadow picnic tables
  - 3. Repaired Speed Limit sign on 2<sup>nd</sup> St

**ENGINEER'S REPORT:**

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

- A. Payment Request No. 3 – Summit Avenue Water Main Replacement Project - Mr. Rash made a motion to approve the Summit Avenue Water Main Replacement Project Payment Request No. 3 in the amount of \$205,982.00, seconded by Mr. Corbin and approved by the Board 3-0.

**SOLICITOR'S REPORT:**

Mr. Knightly referred to the Solicitor's Report.

- A. Baghurst- Mr. Knightly provided an update to the Board.
- B. Melbourne Hill Agreement- Mr. Knightly provided an update to the Board. Mr. Pippert made a motion to approve the Agreement pending the receipt of the tapping fees, seconded by Mr. Rash and approved by the Board 3-0.
- B. Centennial Apartments - Easement- Mr. Knightly provided an update to the Board.
- C. Artisan land Co Landis Tract- Mr. Knightly provided an update to the Board
- D. Verizon Lease - Mr. Knightly provided an update to the Board

**CHAIRMAN'S MINUTE:**

Announcements

**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, 3-0, adjourned at 7:40 pm.

**Respectfully submitted:**

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**Board Member**