

**SCHWENKSVILLE BOROUGH AUTHORITY**  
**BOARD OF DIRECTORS MEETING**  
**September 14, 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 August 10, 2022**
- V. VISITORS:**
  - A. Confirmed Appointments:**
  - B. From the Floor:**
  
- VI. FINANCIAL REPORT:**
  - A. Bills List 9/2022 in the amount of \$118,002.92**
    - 1. Checks – \$68,864.12**
    - 2. Payroll and Pension Transfers – \$41,967.79**
    - 3. Checks Signed before meeting - \$7,171.01**
  - B. Bills List 9/2022A Flood Damage Repair- \$65,144.00**
    - 1. Checks – \$65,144.00**
  - C. Income Statement and Summary**
  
- VII. MANAGEMENT REPORT**
  - A. ADMINISTRATION**
    - 1. Report of Delinquent Accounts: There were Ninety-Four (94) Shut Off letters sent in the month of August totaling \$24,164.83. The total amount collected was \$20,405.24. Seventy-one (71) customers paid in full, Eight (8) customers made a partial payment and Fifteen (15) customers did not pay and were sent a certified shut off letter.**
    - 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 –**
    - 7. Paperless Billing and Automatic Payment Withdrawals**
    - 8. Heidelberg Church – Thank you Letter**
  
  - B. WATER DEPARTMENT**
    - 1. Water production – August**
      - a. 292,913 GPD**
      - b. 198,415 Wells**
      - c. 94,499 Interconnection**
    - 2. Lead and Copper Testing- Results**
  
  - C. SEWER DEPARTMENT**
    - 1. Discharge monitoring Report**
      - a. July– Daily Average Flow 0.1066**
      - b. July– Total Monthly Flow 3.3031 MG**
    - 2. Operations Update**

**VIII. BOROUGH OPERATIONS****A. Borough Operations – August**

1. Emptied trash at Trailhead and Pavilion
2. Prep & clean up detail for Concert in the Meadow

**IX. ENGINEERING REPORT: Refer to enclosed written report.****A. Authority****B. Water**

1. See Written Report

**C. Sewer**

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

**D. Developments****X. SOLICITOR'S REPORT:****A. Authority****B. Developments****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 August 10, 2022 and asked for approval when, Mr. Rash moved and Mr. Slater seconded, accepting the Board of Director's meeting minutes of August 10, 2022, by a 5-0 vote.

**VISITORS:**

Confirmed Appointments - none

Chris Melville  
Karen Slater

**FINANCIAL REPORT:**

The Board then reviewed Bill List 9/2022 in the amount of \$118,002.92. The Board reviewed checks to be signed in the amount of \$68,864.12 and checks mailed prior to the meeting in the amount of \$7,171.01. In addition, payroll and pension transfers in the amount of \$41,967.79. Total Financial transaction of \$118,002.92 which summary is as follows:

Checks at meeting	\$ 68,864.12
Checks prior to meeting	\$ 7,171.01
	<u>\$ 76,035.13</u>
Payroll, Pension & Other Transfers	\$ 41,967.79
Total Transfers and Checks	<u>\$ 118,002.92</u>

Accordingly, Mr. Pippert made a motion to approve Bill List 9/2022 in the amount of \$118,002.92, seconded by Mr. Corbin and approved by the Board 5-0.

The Board then reviewed Bill List 9/2022A in the amount of \$65,144.00. The Board reviewed checks to be signed in the amount of \$65,144.00. Accordingly, Mr. Rash made a motion to approve Bill List 9/2022A, in the amount of \$65,144.00, seconded by Mr. Slater 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. 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 Ninety-four (94) Shut Off letters sent in the month of August totaling \$24,164.83. The total amount collected was \$20,405.24. Seventy-one (71) customers paid in full. Eight (8) customers made partial payments and agreed to make monthly payments until paid in full. Fifteen (15) made no payment and were sent a certified shut off letter.
2. Proposed Development THP – There is no update on the project.
3. Baghurst Alley- Budget and Update – Mr. Scully provided an update to the Board.
4. SBA Administrative Building – Staff provided an update to the Board. The project will be out to bid, due October 4, 2022.
5. Ongoing Flood Restorations – Mr. Scully provided an update to the Board.
6. Paperless Billing and Automatic Payment Withdrawals – Mr. Scully provided an update to the Board.

**Water Department:**

- A. Management reported 292,913 gallons per day water usage for the month of August 2022. Authority wells produced 198,415 gallons per day and 94,499 gallons per day were taken from the interconnection.

**Sewer Department:**

- A. Management reported on July 2022 flows of a daily average flow of 0.1066 MGD and a total flow of 3.3031 million gallons for the month.

**BOROUGH OPERATIONS:**

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

**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 – Mr. Ebert provided an update to the Board on the Flood restoration.
- 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 – Mr. Ebert provided an update to the Board.

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**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. Rash made a motion to adjourn, seconded by Mr. Slater and approved by the Board, 5-0, adjourned at 7:33 pm.

**Respectfully submitted:**

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**Board Member**