

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING
October 9, 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 September 11, 2024**
- V. VISITORS:**
 - A. Confirmed Appointments:**
 - B. From the Floor:**
- VI. FINANCIAL REPORT:**
 - A. Bills List 10/2024 in the amount of \$172,703.96**
 - 1. Checks – \$140,083.75**
 - 2. Payroll and Pension Transfers – \$32,620.21**
 - B. Income Statement and Summary**
 - C. Bank Statements**
 - D. Inter Account Transfers**
- VII. MANAGEMENT REPORT**
 - A. ADMINISTRATION**
 - 1. Report of Delinquent Accounts: There were Fifty-Five (55) Past Due letters sent in the month of September totaling \$12,163.61. The total amount collected was \$8,046.13. Thirty-Two (72) customers paid in full, Five (5) customers made a partial payment and agreed to a payment plan and Eighteen (18) customer was granted a hardship extension.**
 - 2. 2025 Draft Budget**
 - B. WATER DEPARTMENT**
 - 1. Water production – September**
 - a. 307,021**
 - b. 202,497 Wells**
 - c. 117,911 Interconnections**
 - 2. Operations Update**
 - C. SEWER DEPARTMENT**
 - 1. Discharge Monitoring Report**
 - a. August – Daily Average Flow 0.1189**
 - b. August – Total Monthly Flow 3.6862**
 - 2. Operations Update**
- VIII. BOROUGH OPERATIONS**
 - A. Borough Operations – September**
 - 1. Emptied trash at trailhead and pavilion**
 - 2. Prepped for & cleaned up after Community Day in the Meadow**
 - 3. Removed fallen tree limb from Hillcrest Ave**

IX. ENGINEERING REPORT: Refer to enclosed written report.

A. Authority

- 1. Consideration of Summit Ave. Pay Request No. 2 in the amount of \$95,942.00**
- 2. Consideration of Summit Ave Change Order No.1 in the amount of \$52,280.00**

X. SOLICITOR'S REPORT:

A. Authority

- 1. Baghurst – Development Agreement**
- 2. Melbourne Hill – Development Agreement**
- 3. Centennial Apartments- Easement**

XI. CHAIRMAN'S MINUTE:

A. Announcements

XII. ADJOURN:

**SCHWENKSVILLE BOROUGH AUTHORITY
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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 Vice Chairman Tom Slater.

ROLL CALL:

In addition to Vice Chairman Slater, other members present were Secretary Treasurer Darren Rash and Secretary Brian Corbin. Chairman John Markley and Treasurer Brian Pippert 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, Mike Martin, 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 September 11, 2024 and asked for approval when, Mr. Corbin moved and Mr. Rash seconded, accepting the Board of Director's meeting minutes of September 11, 2024 by a 3-0 vote.

VISITORS:

There were no visitors.

FINANCIAL REPORT:

The Board then reviewed Bill List 10/2024 in the amount of \$172,703.96. The Board reviewed checks to be signed in the amount of \$140,183.75. In addition, payroll, and pension transfers in the amount of \$32,620.21. Total Financial transaction of \$172,703.96 which summary is as follows:

Checks at Meeting	\$ 140,183.75
Payroll, Pension & Other Transfers	\$ 32,620.21
Total Transfers and Checks	<u>\$ 172,703.96</u>

Accordingly, Mr. Rash made a motion to approve Bill List 10/2024 in the amount of \$172,703.96, 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 Fifty-Five (55) Past Due letters sent in the month of September totaling \$12,163.61. The total amount collected was \$8,046.13. Thirty-Two (32) customers paid in full. Five (5) customers made partial payments and agreed to a payment plan and Eighteen (18) customer was granted a hardship extension.
2. **2025 Draft Budget**

**SCHWENKSVILLE BOROUGH AUTHORITY
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3. Water Department:

- A. Management reported 307,021 gallons per day water usage for the month of September 2024. Authority wells produced 202,497 gallons per day and 117,911 gallons per day were taken from the interconnections.
- B. Mr. Scully provided an update to the Board.

4. Sewer Department:

- A. Management reported on August 2024 flows of a daily average flow of 0.1189 MGD and a total flow of 3.6862 million gallons for the month.
- B. Mr. Scully provided an update to the Board.

BOROUGH OPERATIONS:

- A. Borough Operations – September
 - 1. Empty trash in Pavilion and at Trailhead.
 - 2. Prepped for and cleaned up after Concert in the Meadow
 - 3. Removed fallen tree limb from Hillcrest Ave

ENGINEER'S REPORT:

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

- A. Change Order No. 1 Payment Request - Summit Avenue Water Main Replacement Project–Mr. Rash made a motion to approve the Summit Avenue Water Main Replacement Project Change Order No.1 Payment Request in the amount of \$52,280.00, seconded by Mr. Corbin and approved by the Board 3-0.
- B. Payment Request No. 2 – Summit Avenue Water Main Replacement Project - Mr. Corbin made a motion to approve the Summit Avenue Water Main Replacement Project Payment Request No. 2 in the amount of \$95,942.00, seconded by Mr. Rash and approved by the Board 3-0.

SOLICITOR'S REPORT:

Mr. Martin referred to the Solicitor's Report.

- A. Baghurst- Mr. Martin provided an update to the Board.
- B. Centennial Apartments - Easement- Mr. Martin provided an update to the Board.
- C. Melbourne Hill- Mr. Martin provided an update to the Board.

CHAIRMAN'S MINUTE:

Announcements

ADJOURNMENT:

There being no further business brought before the Board, Mr. Corbin made a motion to adjourn, seconded by Mr. Rash and approved by the Board, 3-0, adjourned at 7:30 pm.

Respectfully submitted:

Board Member