

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING
June 12, 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 May 8, 2024**
- V. VISITORS:**
 - A. Confirmed Appointments: Nick Burton, Lopez, Teodosio & Larkin LLC – Presentation of the 2023 Audited Financial Statement**
 - B. From the Floor:**
- VI. FINANCIAL REPORT:**
 - A. Bills List 6/2024 in the amount of \$157,772.57**
 - 1. Checks – \$114,876.70**
 - 2. Payroll and Pension Transfers – \$42,895.87**
 - B. Income Statement and Summary**
 - C. Bank Statements**
 - D. Inter Account Transfers**
- VII. MANAGEMENT REPORT**
 - A. ADMINISTRATION**
 - 1. Report of Delinquent Accounts: There were Sixty-One (61) Shut Off and Past Due letters sent in the month of May totaling \$12,691.48. The total amount collected was \$12,402.14. Fifty-Five (55) customers paid in full, two (2) customers made a partial payment and agreed to a payment plan and Four (4) customers were granted hardship extensions.**
 - 2. Audit 2023-Draft Financial Statement**
 - B. WATER DEPARTMENT**
 - 1. Water production – May**
 - a. 304,594**
 - b. 216,995 Wells**
 - c. 98,284 Interconnections**
 - 2. Operations Update**
 - C. SEWER DEPARTMENT**
 - 1. Discharge Monitoring Report**
 - a. April – Daily Average Flow 0.197**
 - b. April – Total Monthly Flow 5.9085**
 - 2. Operations Update**
- VIII. BOROUGH OPERATIONS**
 - A. Borough Operations – May**
 - 1. Emptied trash at trailhead and pavilion**
 - 2. Filled potholes & cold patched Borough roads**
 - 3. Installed Speed Limit sign on Centennial St**

IX. ENGINEERING REPORT: Refer to enclosed written report.

A. Authority

1. Consideration of Award of Summit Avenue Water Main Replacement Contract

X. SOLICITOR'S REPORT:

A. Authority

1. Farm View Estates- Development Documents

2. Baghurst - Memorandum of Understanding

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 Vice Chairman Tom Slater, and Secretary Treasurer Darren Rash. Treasurer Brian Pippert attended the meeting via phone.

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, and John Scully, of Private Utility Enterprises, Inc., Management Consultant to the Authority. Chairman John Markley and Secretary Brian Corbin were excused from attendance

MINUTES:

Vice Chairman Slater then presented the minutes of May 8, 2024 and asked for approval when, Mr. Rash moved and Mr. Pippert seconded, accepting the Board of Director's meeting minutes of May 8, 2024 by a 3-0 vote.

VISITORS:

Karen Slater

A. Confirmed Appointments – Nick Burton, CPA – Lopez, Teodosio & Larkin, LLC – 2023 Financial Audit Presentation

Mr. Burton, CPA – Lopez, Teodosio & Larkin, LLC presented the 2023 Audited Financial Statements. The Board then entered into a review and discussion of the 2023 Audited Financial Statements. Mr. Rash moved to adopt the 2023 Audited Financial Statements as presented. Mr. Pippert seconded the motion which was approved unanimously 3-0.

FINANCIAL REPORT:

The Board then reviewed Bill List 6/2024 in the amount of \$157,772.57. The Board reviewed checks to be signed in the amount of \$114,876.70. In addition, payroll, and pension transfers in the amount of \$42,895.87. Total Financial transaction of \$101,814.87 which summary is as follows:

Checks at Meeting	\$ 114,876.70
Payroll, Pension & Other Transfers	\$ 42,895.87
Total Transfers and Checks	<u>\$ 157,772.57</u>

Accordingly, Mr. Pippert made a motion to approve Bill List 6/2024 in the amount of \$157,772.57, seconded by Mr. Rash and approved by the Board 3-0.

The Board generally reviewed the financial reports as well as the income statement and summary.

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MANAGEMENT REPORT:

Administration:

1. **Report of Delinquent Accounts** - There were Sixty-One (61) Shut Off and Past Due letters sent in the month of May totaling \$12,691.48. The total amount collected was \$12,402.14. Fifty-Five (55) customers paid in full. Two (2) customers made partial payments and agreed to a payment plan and Four (4) customer were granted hardship extensions.
2. **Water Department:**
 - A. Management reported 304,594 gallons per day water usage for the month of May 2024. Authority wells produced 216,995 gallons per day and 98,284 gallons per day were taken from the interconnections.
 - B. Mr. Scully provided an update to the Board.

Sewer Department:

- A. Management reported on April 2024 flows of a daily average flow of 0.197 MGD and a total flow of 5.9085 million gallons for the month.
- B. Mr. Scully provided an update to the Board.

BOROUGH OPERATIONS:

- A. Borough Operations – May
 1. Empty trash in Pavilion and at Trailhead.
 2. Filled potholes throughout the Borough
 3. Installed Speed Limit sign on Centennial St

ENGINEER'S REPORT:

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

- A. **Summit Avenue Replacement Project Bid Award**– Mr. Ebert presented the bid results to the Board. Mr. Rash made a motion to award the lowest bid, from R-III Construction, in the amount of \$602,612.00, pending the Solicitors review, seconded by Mr. Pippert and approved by the Board 3-0.

SOLICITOR'S REPORT:

Ms. Grimm reviewed the Solicitor's Report with the Board.

- A. **Farm View Estates** - Mr. Rash made a motion to approve and execute the Developer Agreements for Farm View Estates, contingent on the Authority receiving the Performance Bond and Tapping Fees, seconded by Mr. Pippert and approved by the Board 3-0.

The Board entered an executive session at 7:35 pm to discuss matters of potential litigation. The Board reconvened at 7:38 pm.

- B. **Baghurst Alley Project**–Mr. Grim provided an update to the Board. Mr. Rash to approve and execute the Memorandum of Agreement as amended, seconded by Mr. Pippert and approved by the Board 3-0.

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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 7:45 pm.

Respectfully submitted:

Board Member