

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING
May 8, 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 April 10, 2024**
- V. VISITORS:**
 - A. Confirmed Appointments:**
 - B. From the Floor:**
- VI. FINANCIAL REPORT:**
 - A. Bills List 5/2024 in the amount of \$101,814.87**
 - 1. Checks – \$64,188.50**
 - 2. Payroll and Pension Transfers – \$34,831.37**
 - 3. Bills Paid before Meeting – \$2,795.00**
 - 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-Five (85) Shut Off and Past Due letters sent in the month of April totaling \$18,036.04. The total amount collected was \$17, 257.38. Seventy-Six (76) customers paid in full and Nine (9) customers made a partial payment and agreed to a payment plan.**
 - B. WATER DEPARTMENT**
 - 1. Water production – April**
 - a. 284,003**
 - b. 196,714 Wells**
 - c. 98,279 Interconnections**
 - 2. Operations Update**
 - C. SEWER DEPARTMENT**
 - 1. Discharge Monitoring Report**
 - a. March – Daily Average Flow 0.2713**
 - b. March – Total Monthly Flow 8.4102**
 - 2. Operations Update**
- VIII. BOROUGH OPERATIONS**
 - A. Borough Operations – April**
 - 1. Emptied trash at trailhead and pavilion**
 - 2. Filled potholes & cold patched Borough roads**

IX. ENGINEERING REPORT: Refer to enclosed written report.

A. Authority

- 1. Summit Avenue Replacement Project Authorization to Bid**
- 2. Landis Development – Will Serve Letters**

X. SOLICITOR’S REPORT:

A. Authority

- 1. Baghurst Alley Project**
- 2. Melbourne Hill Project**

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 Chairman John Markley.

ROLL CALL:

In addition to Chairman Markley, other members present were Vice Chairman Tom Slater, Treasurer Brian Pippert, Secretary Brian Corbin and Secretary Treasurer Darren Rash.

Also, attending at the invitation of the Board were Frederick Ebert, P.E., President of Ebert Engineering, Inc., Consulting Engineer to the Authority; Kelly Eberle, 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:

Chairman Markley then presented the minutes of April 10, 2024 and asked for approval when, Mr. Pippert moved and Mr. Slater seconded, accepting the Board of Director's meeting minutes of April 10, 2024 by a 5-0 vote.

VISITORS:

FINANCIAL REPORT:

The Board then reviewed Bill List 5/2024 in the amount of \$101,814.87. The Board reviewed checks to be signed in the amount of \$64,188.50. In addition, payroll, and pension transfers in the amount of \$34,831.37. Checks Signed prior to the meeting in the amount of \$2,795.00. Total Financial transaction of \$101,814.87 which summary is as follows:

Checks at Meeting	\$ 64,188.50
Payroll, Pension & Other Transfers	\$ 34,831.37
Checks Signed before Meeting	\$ 2,795.00
Total Transfers and Checks	<u>\$ 101,814.87</u>

Accordingly, Mr. Slater made a motion to approve Bill List 5/2024 in the amount of \$101,814.87, seconded by Mr. Corbin and approved by the Board 5-0.

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-Five (85) Shut Off and Past Due letters sent in the month of April totaling \$18,036.04. The total amount collected was \$17,257.38. Seventy-Six (76) customers paid in full. Nine (9) customers made a partial payment and agreed to a payment plan.
2. **Water Department:**
 - A. Management reported 284,003 gallons per day water usage for the month of April 2024. Authority wells produced 196,714 gallons per day and 98,279 gallons per day were taken from the interconnections.
 - B. Lead/Copper Line Work – Mr. Scully provided an update to the Board.

**SCHWENKSVILLE BOROUGH AUTHORITY
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Sewer Department:

- A. Management reported on March 2024 flows of a daily average flow of 0.2713 MGD and a total flow of 8.4102 million gallons for the month.
- B. Mr. Scully provided an update to the Board.

BOROUGH OPERATIONS:

- A. Borough Operations – April
 - 1. Empty trash in Pavilion and at Trailhead.
 - 2. Filled potholes throughout the Borough

ENGINEER'S REPORT:

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

- A. Summit Avenue Replacement Project Authorization to Bid – Mr. Ebert provided an update to the Board. Ebert Engineering updated the cost estimate for the project based on the design of the project. The Board authorized Ebert Engineer to bid the Summit Avenue Replacement Project.
- B. Landis Development – Will Serve Letters - Mr. Ebert discussed the project with the Board and the potential to provide sewer to the development. The Board directed Ebert Engineering to notify Perkiomen Township that the Authority will serve public sewer to the Landis Development contingent on the approval of the planning module, the change of the service to Perkiomen Township and approval by Perkiomen Township and Schwenksville Borough. The Board also discussed the water service to the development.

SOLICITOR'S REPORT:

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

- A. Baghurst Alley Project – Ms. Eberly provided an update to the Board. Mr. Slater made a motion to approve the water service agreement form, seconded by Mr. Rash and approved by the Board by a 5-0 vote.

ADJOURNMENT:

There being no further business brought before the Board, Mr. Pippert made a motion to adjourn, seconded by Mr. Slater and approved by the Board, 5-0, adjourned at 8:00 pm.

Respectfully submitted:

Board Member