

**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING  
March 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 February 14, 2024**
- V. VISITORS:**
  - A. Confirmed Appointments:**
  - B. From the Floor:**
- VI. FINANCIAL REPORT:**
  - A. Bills List 3/2024 in the amount of \$137,318.98**
    - 1. Checks – \$99,937.60**
    - 2. Payroll and Pension Transfers – \$36,969.08**
    - 3. Checks Signed before Meeting – \$412.30**
  - 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-Three (53) Shut Off and Past Due letters sent in the month of February totaling \$13,191.44. The total amount collected was \$10,857.69. Thirty-Seven (37) customers paid in full. Eight (8) customers made a partial payment and agreed to a payment plan, and Eight (8) customers were granted a hardship extension.**
  - B. WATER DEPARTMENT**
    - 1. Water production – February**
      - a. 229,447**
      - b. 141,874 Wells**
      - c. 119,328 Interconnections**
    - 2. Operations Update**
  - C. SEWER DEPARTMENT**
    - 1. Discharge Monitoring Report**
      - a. January – Daily Average Flow 0.3007**
      - b. January – Total Monthly Flow 9.323**
    - 2. Operations Update**
- VIII. BOROUGH OPERATIONS**
  - A. Borough Operations – February**
    - 1. Emptied trash at trailhead and pavilion**
    - 2. Salted and plowed Borough Roads**



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

**A. Authority**

- 1. Forest Lane Escrow Release Letter**
- 2. Consideration of Game Farm Road Bid Award**
- 3. Consideration of Authorization of 2023 Chapter 94 Report Submission**
- 4. Summit Avenue Replacement Project**
- 5. Centennial Sanitary Sewer Project (Borough Project)**
- 6. Landis Development – Will Serve Letters**
- 7. Connection Management Plan Update**

**X. SOLICITOR’S REPORT:**

**A. Authority**

- 1. Baghurst Alley Project**
- 2. Farm View Estates**

**XI. CHAIRMAN’S MINUTE:**

**A. Announcements**

**XII. ADJOURN:**



**SCHWENKSVILLE BOROUGH AUTHORITY  
BOARD OF DIRECTORS MEETING: MARCH 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 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 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; 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.

**MINUTES:**

Chairman Markley then presented the minutes of February 14, 2024 and asked for approval when, Mr. Pippert moved and Mr. Slater seconded, accepting the Board of Director's meeting minutes of February 14, 2024 by a 3-0 vote.

**VISITORS:** Karen Slater

**FINANCIAL REPORT:**

The Board then reviewed Bill List 3/2024 in the amount of \$137,318.98. The Board reviewed checks to be signed in the amount of \$99,937.60. In addition, payroll, and pension transfers in the amount of \$36,969.08. Checks Signed prior to the meeting in the amount of \$412.30. Total Financial transaction of \$137,318.98 which summary is as follows:

Checks at meeting	\$ 99,937.60
Payroll, Pension & Other Transfers	\$ 36,969.08
Checks Signed before Meeting	\$ 412.30
Total Transfers and Checks	<b><u>\$ 137,318.98</u></b>

Accordingly, Mr. Slater made a motion to approve Bill List 3/2024 in the amount of \$137,318.98, seconded by Mr. Pippert and approved by the Board 3-0.

The Board then reviewed Bill List 3/2024A in the amount of \$9,789.55. Accordingly, Mr. Slater made a motion to approve Bill List 3/2024A, in the amount of \$9,789.55, seconded by Mr. Pippert 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-Three (53) Shut Off and Past Due letters sent in the month of February totaling \$13,191.44. The total amount collected was \$10,857.69. Thirty-Seven (37) customers paid in full. Eight (8) customers made a partial payment and agreed to a payment plan and Eight (8) customers were granted a hardship extension.



**SCHWENKSVILLE BOROUGH AUTHORITY  
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**Water Department:**

- A. Management reported 229,447 gallons per day water usage for the month of February 2024. Authority wells produced 141,874 gallons per day and 119,328 gallons per day were taken from the interconnections.
- B. Lead/Copper Line Work – Mr. Scully provided an update to the Board.

**Sewer Department:**

- A. Management reported on January 2024 flows of a daily average flow of 0.3007 MGD and a total flow of 9.323 million gallons for the month.
- B. Filter – Mr. Scully provided an update to the Board.

**BOROUGH OPERATIONS:**

- A. Borough Operations – February
  - 1. Empty trash in Pavilion and at Trailhead.
  - 2. Salted and plowed Borough Roads

**ENGINEER'S REPORT:**

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

- A. Forest Lane Escrow Release Letter - Mr. Pippert made a motion to approve the Forest Lane Escrow Release in the amount of \$95,988.94, seconded by Mr. Slater, and approved by the Board, 3-0.
- B. Game Farm Road Bid Award– Mr. Slater made a motion to award the Game Farm Road Bid to Barrasso Excavation Incorporated, in the amount of \$146,200.00, seconded by Mr. Pippert and approved by the Board, 3-0. Mr. Pippert made a motion to authorize the Authority Manager to execute all necessary contract documents related to the Bid, seconded by Mr. Slater and approved by the Board, 3-0.
- C. Chapter 94 Report – Mr. Ebert provided an update.
- D. Summit Avenue Replacement Project – Mr. Slater made a motion to authorize the Summit Avenue Replacement Project to be bid, seconded by Mr. Pippert, and approved by the Board, 3-0.
- E. Centennial Sanitary Sewer Project (Borough Project) -Mr. Ebert provided an update.
- F. Landis Development – Will Serve Letters -Mr. Ebert provided an update.
- G. Connection Management Plan Update - Mr. Ebert provided an update.

**SOLICITOR'S REPORT:**

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

The Board went into executive session at 8:15. No action was taken.

**ADJOURNMENT:**

There being no further business brought before the Board, Mr. Slater made a motion to adjourn, seconded by Mr. Pippert and approved by the Board, 3-0, adjourned at 8:31 pm.

**Respectfully submitted:**

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**Board Member**