

# MINUTES

LOWER SALFORD TOWNSHIP AUTHORITY

15 August, 2023

The Meeting of the Board of the Lower Salford Township Authority was held on August 15, 2023, at the Lower Salford Township office 379 Main Street, Harleysville PA. The meeting was called to order at 7:30 p.m. by Richard Prescott, Vice-Chairman.

## PERSONS IN ATTENDANCE:

- A. Member: Richard Prescott, Vice-Chairman; Dave Scheuren, Secretary; James Natale, Treasurer; and Barry Bohmueller, Assistant Secretary and Treasurer.
- B. Staff: Craig Forwood, Operations Manager; Connie Weimer, Business Manager; and Merle Ochrach, Esq., Hamburg Rubin Mullin Maxwell & Lupin.

## APPROVAL OF MINUTES:

Upon the motion of Mr. Scheuren, seconded by Mr. Natale, the Board voted to approve the Minutes of the July 18, 2023, meeting by a vote of 4 in favor, 0 against.

## PUBLIC FORUM:

None.

## TREASURER'S REPORT:

The written report of the Treasurer, dated August 15, 2023, was distributed and is attached to the Minutes as Exhibit "A." The activity of \$251,747.91 includes Operating Expenses for \$77,977.91, Capital Requisitions for \$65,766, PLGIT Procurement Card for \$48,371.46 and \$59,632.54 for payroll, federal and state tax transfers. There were \$4,938.75 of Professional Services Escrow Releases, and no Construction Escrow releases and no Maintenance Bond releases. Upon the motion of Mr. Scheuren, seconded by Mr. Prescott, the Board voted to approve the August 15, 2023, Treasurer's Report by a vote of 4 in favor, 0 against.

## SOLICITOR'S REPORT:

Ms. Ochrach reported the Almac agreement had been signed, the Lederach Village O&M Agreement is available for signature, the Fretz Road Reservation of Capacity Agreement is available for signature, the Quarry Road easement was recorded, and recent activities on the Towamencin sale.

## PLANT OPERATIONS REPORT:

- A. The Plant Operations Report dated August 15, 2023, was distributed, and is attached to these Minutes as Exhibit "B."
- B. The monthly flow comparison reports for July 2022 and July 2023 were distributed to the Board Members and are attached to these Minutes as Exhibit "C."

- C. **Harleysville Plant SCADA Expansion** – Mr. Forwood presented proposals from ACS as expansions to the Harleysville Plant SCADA project for the following items:
- Connect Hach Phosphorous Controller \$7,655
  - Connect Del Pac Pumps \$4,485
  - Connect Polymer System \$5,225
  - 1<sup>st</sup> Stage Influent Pumps Seal Water Solenoids \$5,360
  - 2<sup>nd</sup> Stage Influent Pumps Seal Water Solenoids \$5,360
- Upon the motion of Mr. Bohmueller, seconded by Mr. Scheuren, the Board voted to approve all the proposals from ACS at a cost of \$28,185 by a vote of 4 in favor, 0 against.
- D. **Possible Grants and Description of Project Costs** – Mr. Forwood presented a memo dated August 14, 2023 detailing the potential projects and costs estimate that may be eligible for future grant programs.
- E. **Rann Pharmacy Repair** – Mr. Forwood reported that the repair located near the Rann Pharmacy included a longer section than originally estimated. A decision to allocate the costs for the repair was deferred until the invoice is received from JH Freed.

BUSINESS MANAGER’S REPORT:

- A. The written Business Report dated August 15, 2023, was distributed and is attached to these Minutes as Exhibit “C.”
- B. **Second Amendment to Reservation of Capacity Agreement JERC 59 Fretz Road** - Upon the motion by Mr. Bohmueller, seconded by Mr. Natale, the Board voted to execute the Second Amendment to the Reservation of Capacity Agreement for the JERC project located at 59 Fretz Road by a vote of 4 in favor, 0 against.
- C. **TD Bank Second CD Account** - Ms. Weimer reported on a new CD established with TD Bank in the amount of \$250,000, term 180 days with an interest rate of 5.64%.
- D. **Lederach Village Homes Declaration of Grinder Pump Maintenance Agreement** - Upon the motion of Mr. Prescott, seconded by Mr. Scheuren, the Board voted to execute the Declaration of Grinder Pump Maintenance Agreement for the Lederach Village Homes Development by a vote of 4 in favor, 0 against.
- E. **Pension Plan Minimum Municipal Obligation 2024** – The Authority’s obligation in 2024 for funding the Defined Pension Plan is \$49,108 and funding the Defined Contribution Plan is \$10,523.

OLD BUSINESS:

**Staffing Requirement** – A draft of the employment advertisement for the Business Manager’s position was distributed to the Board members. Comments can be emailed to Ms. Weimer for approval at the September 19, 2023, Authority meeting.

NEW BUSINESS:

None.

EXECUTIVE SESSION:

None.

ADJOURNMENT:

There being no further business, upon the motion of Mr. Scheuren, seconded by Mr. Natale, the Board voted to adjourn the meeting at 8:48 p.m. by a vote of 4 in favor, 0 against.

Respectfully submitted,

Connie Weimer