

# MINUTES

LOWER SALFORD TOWNSHIP AUTHORITY

20, February 2024

The Meeting of the Board of the Lower Salford Township Authority was held on February 20, 2024, at the Lower Salford Township office 379 Main Street, Harleysville PA. The meeting was called to order at 7:30 p.m. by Karl Janetka, Chairman.

## PERSONS IN ATTENDANCE:

- A. Member: Karl Janetka, Chairman; Dave Scheuren, Vice-Chairman; Jim Natale, Treasurer; and Dave Spause, Assistant Secretary/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. Natale, seconded by Mr. Scheuren, the Board voted to approve the Minutes of the November 21, 2023, and December 19, 2023, meetings by a vote of 3 in favor, 0 against. Mr. Spause abstained.

## PUBLIC FORUM:

None.

## TREASURER'S REPORT:

The written report of the Treasurer, dated January 16, 2024, was distributed and is attached to the Minutes as Exhibit "A." The activity of \$251,850.42 includes Operating Expenses for \$109,163.27, Capital Requisitions for \$33,295.48, PLGIT Procurement Card Operating for \$46,802.79, and \$62,588.88 for payroll, federal and state tax transfers. There was \$3,863.07 of Professional Services Escrow Releases, and no Construction Escrow releases and no Maintenance Bond releases. The written report of the Treasurer, dated February 20, 2024, was distributed and is attached to the Minutes as Exhibit "B". The activity of \$361,877.64 includes Operating Expenses for \$133,848.46, Capital Requisitions for \$121,120.41, PLGIT Procurement Card Operating for \$36,247.93, and \$70,660.84 for payroll, federal and state tax transfers. There was \$935.00 of Professional Services Escrow Releases, and no Construction Escrow releases and no Maintenance Bond releases. Upon the motion of Mr. Natale, seconded by Mr. Scheuren, the Board voted to approve the January 16, 2024, and February 20, 2024, Treasurer's Reports by a vote of 4 in favor, 0 against.

## SOLICITOR'S REPORT:

Ms. Ochrach reported the developer of the Park Crossing at Salford development has outstanding items to complete before dedication can be considered.

## PLANT OPERATIONS REPORT:

- A. The Plant Operations Report dated February 20, 2024, was distributed, and is attached to these Minutes as Exhibit "C."

- B. The monthly flow comparison reports for January 2023 and January 2024 were distributed to the Board Members and are attached to these Minutes as Exhibit “D.”
- C. **Harleysville Plant** – Mr. Forwood reported on the project to replace the electrical transformer and backup generator for the Harleysville Plant. His recommendation is to have Eastern Environmental review the plans and provide a cost estimate for Costars. The project is estimated in the capital budget at \$350,000. The Board agreed with the recommendation, but requested Mr. Forwood secure other cost estimates for the equipment.
- D. **659 Meadow Lane Easement** – Mr. Forwood explained the changes to the agreement that were requested by the property owner. The Board had no issues with the changes. A final copy will be sent to the property owner for signature.
- E. **NPDES Violation Mainland Plant** – Mr. Forwood reported on a CBOD violation and provided a handout detailing the calculation method. The violation was reported to DEP.

BUSINESS MANAGER’S REPORT:

- A. The written Business Report dated February 20, 2024, was distributed and is attached to these Minutes as Exhibit “E”.
- B. **Perkiomen Watershed Stream Clean Up Day** – As in prior years, the watershed holds a stream clean up day. The date is April 13, 2024 and they have requested permission to access the Skippack Creek using the Mainland Plant property. Volunteers sign a waiver, and the watershed provides an insurance certificate to the Authority. The trash is removed from the area the same day.

OLD BUSINESS:

None.

NEW BUSINESS:

Staffing Requirement – Mr. Forwood requested the Board’s approval to place an advertisement to hire a plant operator. The Board approved the request.

EXECUTIVE SESSION:

The Board retired into executive session at 8:00 pm to discuss a personnel matter. The public meeting reconvened at 8:19 pm.

ADJOURNMENT:

There being no further business, upon the motion of Mr. Scheuren, seconded by Mr. Natale, the Board voted to adjourn the meeting at 8:21 p.m. by a vote of 4 in favor, 0 against.

Respectfully submitted,  
Connie Weimer