

MINUTES

LOWER SALFORD TOWNSHIP AUTHORITY

1, November 2023

The Workshop Meeting of the Board of the Lower Salford Township Authority was held on November 1, 2023, in person and via Zoom. The meeting was called to order at 7:00 a.m. by Karl Janetka, Chairman.

PERSONS IN ATTENDANCE:

- A. Members: Karl Janetka, Chairman; Richard Prescott, Vice-Chairman; Dave Scheuren, Secretary; and Jim Natale; Treasurer.
- B. Staff: Craig Forwood, P.E. Operations Manager and Connie Weimer, Business Manager.
- C. Project Solicitor: Eric Smith, Esq. Timoney Knox LLP

APPROVAL OF MINUTES:

Upon the motion of Mr. Prescott, seconded by Mr. Natale, the Board voted to approve the minutes of the October 4, 2023, meeting by a vote of 4 in favor, 0 against.

PUBLIC FORUM:

None.

OPERATIONS MANAGER:

- A. **Status Long Range Projects** – Mr. Forwood presented his report. A copy of the report is included with these minutes. The SCADA project at the Lederach pump station should be completed by the end of this week.
- B. **Collection System Repairs Televising Work** – Mr. Forwood presented a quote of \$20,200 for Sewer Specialty Services to repair the areas identified during the televising work completed this summer. The costs for repairs were included in the 2023 capital budget. Upon the motion of Mr. Prescott, seconded by Mr. Janetka, the Board voted to approve the quote of \$20,200 from Sewer Specialties for the collection repairs by a vote of 4 in favor, 0 against.
- C. **Mainland Plant Check Valves** – Mr. Forwood reported on the purchase of 2 – 10" check valves for the influent pump station at a cost of \$9,569.50.
- D. **Mainland Plant Influent Pump Station** – Mr. Forwood requested approval to purchase a replacement pump from Deckman's Pumps at a cost of \$21,280 plus shipping. The plan is to replace one in 2023 and 2 replacement pumps in the 2024 capital budget. Upon the motion of Mr. Prescott, seconded by Mr. Janetka, the Board approved the purchase of one pump for the Mainland Influent pump station from Deckman's at a cost of \$21,280 plus shipping by a vote of 4 in favor, 0 against.
- E. **2024 Preliminary Capital Budget** – The budget is in process and a draft will be emailed to the Board members.
- F. **Harleysville SCADA Project** – Mr. Prescott inquired about the status of the Harleysville SCADA project. Mr. Forwood indicated it should be up and running by the end of the year.

BUSINESS MANAGER:

- A. **2024 Preliminary Operating Budget** – Ms. Weimer presented the available 2024 rate stabilization fund (RSF) amount of \$24,982 for the Delaware Valley Health Trust (DVHT). Historically, the Authority has applied the RSF to offset the increase DVHT premiums. The 2024 rate stabilization fund (RSF) for the Delaware Valley Workers Compensation Trust (D VWCT) is \$61.00. Since the Authority is new to the DVWCT, the RSF is a relatively small amount. Upon the motion of Mr. Natale, seconded by Mr. Prescott, the Board voted to approve the use of the RSF for the DVHT in the amount of \$24,982 and the RSF for the DVWCT in the amount of \$61.00 by a vote of 4 in favor, 0 against.

- B. PLGIT Credit Card Limit Increase** – Ms. Weimer requested the Board’s approval to increase the monthly PLGIT credit limit from \$80,000 to \$100,000. This would allow the Authority to receive a higher annual refund based upon the purchase totals for the year. Upon the motion of Mr. Janetka, seconded by Mr. Prescott, the Board approved the PLGIT credit card purchase limit from \$80,000 to \$100,000 by a vote of 4 in favor, 0 against.
- C. TD Bank CD – Funds from the Authority PLGIT account were transferred to TD Bank to purchase a new CD in the amount of \$500,000 with TD Bank.

OLD BUSINESS:

Staffing Update – Ms. Weimer is to coordinate the interview schedule with Mr. Prescott and Mr. Bohmueller.

659 Meadow Lane Easement Agreement – The agreement will be deferred to the next meeting as the draft was not received from the Solicitor’s office.

NEW BUSINESS:

45 Main Street Conditional Use Property LLC – The Authority received notice from the township of a conditional use hearing for the property to be held on November 1, 2023.

Mr. Prescott advised his fellow Board members that his term expires at the end of 2023, and he will not be seeking reappointment.

EXECUTIVE SESSION:

The Board retired into executive session at 7:34 am to discuss the Quarry Road force main project. The public meeting reconvened at 8:00 am.

ADJOURNMENT:

There being no further business, upon the motion of Mr. Natale, seconded by Mr. Prescott, the Board voted to adjourn at 8:11 a.m. by a vote of 4 in favor and 0 against.

Respectfully Submitted,

Connie Weimer