

MINUTES

LOWER SALFORD TOWNSHIP AUTHORITY

3, April 2024

The Meeting of the Board of the Lower Salford Township Authority was held on April 3, 2024, 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; Dave Scheuren, Vice-Chairman; and Jim Natale, Treasurer.
- B. Staff: Craig Forwood, P.E. Operations Manager; Connie Weimer, Business Manager.

APPROVAL OF MINUTES:

Upon the motion of Mr. Scheuren, seconded by Mr. Natale, the Board voted to approve the Minutes of the March 6, 2024, meeting by a vote of 3 in favor, 0 against.

PUBLIC FORUM:

Mr. Chris Herr of Maillie LLP reviewed the 2023 Audit Financial Report. The report issues a clean opinion as it is in accordance with GAP and GASB principles, there were no scope limitations, and they received all requested information to conduct the audit. There were two standard year-end entries prepared by the auditors, one for the pension plan and one for depreciation expense. Internal control procedures are in place. New this year was an information technology review. He found no issues and the Authority is doing a great job in this area. He noted there was an increase to the balance sheet, capital assets were even year to year, operating income increased due to a rate increase, and operating expense decreased which shows positive cost containment. Interest income was up due to the rising interest rates and the footnotes are all up to date. Upon the motion of Mr. Janetka, seconded by Mr. Scheuren, the Board voted to execute the 2023 representation letter for the annual audit by a vote of 3 in favor, 0 against.

OPERATIONS MANAGER:

- A. **Status Long Range Projects** – Mr. Forwood presented his report. A copy of the report is included with these minutes. The 537 Special Study for the Quarry Road project was resubmitted to DEP. Mr. Duffy attended the March 19th meeting to review the plan. ACS is to complete the documentation of the Harleysville SCADA project. The Authority staff will set up a meeting with the two property owners on Farmview Drive to discuss the proposed gravity line. Sewer Specialties will hold the pricing from the last contract for the televising work. Mr. Forwood and Mr. Edwards are to visit the East Norriton plant tomorrow to see the centrifuge set up and discuss the maintenance process.
- B. **Quarry Road & Mainland Plant Survey Work** - Mr. Forwood presented a quote from the Authority engineer of \$18,000 to survey the Quarry Road force main project and \$5,000 to survey the Mainland plant property for the centrifuge project.
- C. **SSOs Mainland Plant, Upper Mainland Road, and Vernfield Pump Station** - Mr. Forwood reported on four (4) SSO's from March 23, 2024. Two were on Upper Mainland Road, one at the Vernfield Pump Station and one at the Mainland Plant. DEP was notified. Mr. Forwood explained the action items the Authority has planned for each location. Mr. Scheuren inquired if the new filtering system that was pilot tested would be a viable option. Mr. Forwood explained the system should alleviate some of the issues during storm events. DEP will have to approve the system and they may include additional testing. The plan is to have the permit submitted to DEP by the end of the year.

D. Harleysville Plant Digester Blowers – The quote to purchase two new blowers was not received in time for the meeting and will be deferred until the April 16, 2024 meeting.

BUSINESS MANAGER:

480 Park Inv, LLC – Upon the motion of Mr. Janetka, seconded by Mr. Scheuren, the Board voted to execute the Professional Services Agreement and TD Bank escrow account by a vote of 3 in favor, 0 against.

OLD BUSINESS:

Staffing Update – Mr. Forwood is to schedule a follow up phone interview with the candidate. Once completed and his references are checked, the Board authorized the staff to extend an offer.

NEW BUSINESS:

Souderton Borough Benefits Request – The Board declined the request. It was suggested they consider joining PMAA to obtain copies of the PMAA benefit survey which is done every two years.

Mainland Plant Diesel Fueling System – The current fueling system has not been functioning properly and would require additional costs to upgrade the software. In addition to the software costs, it is a more complicated system than is needed as it requires key fobs for each employee and key fobs for each vehicle. The Board was in agreement with the staff's recommendation to pursue a simpler and more cost-effective solution.

EXECUTIVE SESSION:

None

ADJOURNMENT:

There being no further business, upon the motion of Mr. Janetka, seconded by Mr. Scheuren, the Board voted to adjourn at 7:45 a.m. by a vote of 3 in favor and 0 against.

Respectfully Submitted,

Connie Weimer