MINUTES

# LOWER SALFORD TOWNSHIP AUTHORITY 4, December 2024

The Meeting of the Board of the Lower Salford Township Authority was held on December 4, 2024, in person and via Zoom. The meeting was called to order at 7:00 a.m. by Karl Janetka, Chairman.

PERSONS IN ATTENDANCE:

1. Members: Karl Janetka, Chairman; Jim Natale, Treasurer; and Barry Bohmueller, Secretary.

B. Staff: Craig Forwood, P.E. Operations Manager; Denise DuBree, Sr. Financial Analyst.

# APPROVAL OF MINUTES:

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

# PUBLIC FORUM:

None.

# OPERATIONS MANAGER:

**A. Long Term Project Report –** Mr. Forwood presented his report. A copy of the report is included with these minutes. Mr. Forwood discussed the camera truck which was purchased in 1994 and asked for approval to sell the truck and purchase a new crate-size mobile camera system which he estimated may cost approximately $100,000. The new system would be smaller and easier to use and would save on insurance and maintenance of the old camera truck.

**B. 2025 Preliminary Capital Budget –** Mr. Forwood presented the preliminary capital budget and stated that he still needed to obtain estimates for two items. It was agreed to moves ahead with creating the resolution to approve the capital budget for the December 17, 2024 meeting.

**C. Selling Harleysville Old Generator –** Mr. Forwood reported that he received an offer for $7500.00 for the sale of the old generator and it was approved that he move forward with that sale.

# BUSINESS MANAGER:

# Business Manager not in attendance, a report was provided by Mr. Forwood.

* **2025 Preliminary Operating Budget** – A copy of the preliminary 2025 consolidated budget was distributed. Mr. Janetka previously spoke to Ms. Weimer regarding 2025 sewer rates and wage rates for the Board’s consideration. The Board discussed the current sewer rental rates and agreed to retain the 2024 rate in the 2025 operating budget. The Board discussed the annual employee wage increase and agreed to 3.5%. The office staff was directed to prepare the appropriate resolutions for the December 17, 2024 meeting.

# OLD BUSINESS:

**Staffing Update** – Ms. DuBree stated that there was no change to Ms. Weimer’s previous plan to move forward with a Full-time Office position.

# NEW BUSINESS:

 None

# EXECUTIVE SESSION:

None

# ADJOURNMENT:

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

Respectfully Submitted,

Denise DuBree