

# MINUTES

LOWER SALFORD TOWNSHIP AUTHORITY

18, February 2025

The Meeting of the Board of the Lower Salford Township Authority was held on February 18, 2025, 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 Paul Mullin, Esq., Hamburg, Rubin, Mullin, Maxwell, & Lupin, Authority Solicitor.

## APPROVAL OF MINUTES:

Upon the motion of Mr. Natale, seconded by Mr. Scheuren, the Board voted to approve the Minutes of January 21, 2025, meeting by a vote of 4 in favor, 0 against.

## PUBLIC FORUM:

None.

## TREASURER'S REPORT:

The written report of the Treasurer, dated February 18, 2025, was distributed and is attached to the Minutes as Exhibit "A." The activity of \$247,256.23 includes Operating Expenses for \$104,174.93, Capital Requisitions by check for \$13,954.70 and \$37,748.91 Capital Requisitions by Credit Card, PLGIT Procurement Card Operating for \$31,100.60, and \$98,026.00 for payroll, federal and state tax transfers. There were \$2,316.00 of Professional Services Escrow Releases, and no Construction Escrow releases. There were no Maintenance Bonds. Upon the motion of Mr. Spause, seconded by Mr. Janetka, the Board voted to approve the February 18, 2025, Treasurer's Reports by a vote of 4 in favor, 0 against.

## SOLICITOR'S REPORT:

Mr. Mullin reported on work done for the 130 Christopher Lane project and the monthly LSTA staff meeting.

## PLANT OPERATIONS REPORT:

- A. The Plant Operations Report dated February 18, 2025, was distributed, and is attached to these Minutes as Exhibit "D."
- B. The monthly flow comparison reports for January 2024 and January 2025 were distributed to the Board Members and are attached to these Minutes as Exhibit "C."
- C. **PA Small Water & Sewer Grant** – The grant program is open for applications with a submission date of April 30, 2025. Mr. Forwood recommended the Authority submit an application for the Harleysville Plant Catwalk project and a sewer main replacement from Carrie Lane to the Harleysville Plant. The Board agreed to proceed with the applications.

- D. **Mainland Plant NPDES Permit-** Mr. Forwood reported on an issue where the fecal sampling was high. The staff is troubleshooting to identify the cause, including working with the manufacturer of the UV bulbs.
- E. **Sewer Main Replacement** – During the recent televising, Sewer Specialties Inc. identified an area from Carrie Lane to the Harleysville Plant with infiltration. The project will be submitted under the PA Small Water & Sewer Grant program.
- F. **Mainland Plant SSO -**Mr. Forwood reported on and SSO at the Mainland Plant orbal on February 16, 2025. The required documentation was reported to DEP.

**BUSINESS MANAGER’S REPORT:**

- A. The written Business Report dated February 18, 2025, was distributed and is attached to these Minutes as Exhibit “E”.
- B. **HPT Systems Inc – Cyber Security and Anti-Phishing Training** – Ms. Weimer presented a quote from HPT to manage and monitor the cyber security program for the Authority. This is recommended by the data breach insurance provider. The set up cost is estimated at \$1,000 with an annual fee of \$416. The Board agreed to proceed with the security program.
- C. **130 Christopher Lane Professional Services Agreement and TD Bank Escrow Account** – Upon the motion of Mr. Scheuren, seconded by Mr. Natale, the Board voted to execute the Professional Services Agreement and establish the escrow account at TD Bank for the 130 Christopher Lane project by a vote of 4 in favor, 0 against.
- D. **279 Fallow Field Lane Sewer Capacity Application** – The Board discussed the request to provide sewer service for a two-lot subdivision on Fallow Field Lane. The parcel is outside of the current 537 Plan. Upon further review of the Authority’s engineer’s letter, the Board deferred a decision until the March 18<sup>th</sup> meeting.
- E. **Development Summary** – Ms. Weimer reviewed the developments under construction and those that are currently under plan review with the Authority.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

Volunteers from the Perkiomenville Watershed Conservancy will be along the Skippack Creek at the Mainland Plant on April 12<sup>th</sup> for the annual stream clean-up day.

**EXECUTIVE SESSION:**

None.

ADJOURNMENT:

There being no further business, upon the motion of Mr. Spause, seconded by Mr. Scheuren, the Board voted to adjourn the meeting at 8:18 p.m. by a vote of 4 in favor, 0 against.

Respectfully submitted,

Connie Weimer