**MINUTES**

LOWER SALFORD TOWNSHIP AUTHORITY 21, January 2025

The Reorganization Meeting of the Board of the Lower Salford Township Authority was held on January 21, 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:

1. Member: Karl Janetka, Chairman; Dave Scheuren, Vice-Chairman; Jim Natale, Treasurer; and Dave Spause, Assistant Secretary/Treasurer.
2. Staff: Craig Forwood, Operations Manager; Connie Weimer, Business Manager; and Paul Mullin, Esq., Hamburg, Rubin, Mullin, Maxwell, & Lupin, Authority Solicitor.

Mr. Janetka asked the Business Manager to assume the chair temporarily for purposes of accepting

nominations for the various Authority offices.

Ms. Weimer asked for nominations for Chairman of the Authority Board for the 2025 calendar

year. Mr. Scheuren nominated Mr. Janetka, who was seconded by Mr. Spause. Ms. Weimer

called for a vote to name Mr. Janetka Chairman. The vote was unanimous.

Ms. Weimer asked for nominations for Vice-Chairman of the Authority Board for the 2025

calendar year. Mr. Janetka nominated Mr. Scheuren, who was seconded by Mr. Spause. Ms.

Weimer called for a vote to name Mr. Scheuren Vice-Chairman. The vote was unanimous.

Ms. Weimer asked for nominations for Secretary of the Authority Board for the 2025 calendar

year. Mr. Janetka nominated Mr. Bohmueller, who was seconded by Mr. Natale. Ms.

Weimer called for a vote to name Mr. Bohmueller Secretary. The vote was unanimous.

Ms. Weimer asked for nominations for Treasurer of the Authority Board for the 2025 calendar

year. Mr. Spause nominated Mr. Natale, who was seconded by Mr. Scheuren. Ms. Weimer

called for a vote to name Mr. Natale Treasurer. The vote was unanimous.

Ms. Weimer asked for nominations for Assistant Secretary/Treasurer of the Authority Board for

the 2025 calendar year. Mr. Scheuren nominated Mr. Spause, who was seconded by Mr.

Natale. Ms. Weimer called for a vote to name Mr. Spause Assistant Secretary/Treasurer.

The vote was unanimous.

Following the election of Officers, Mr. Janetka assumed duties as acting Chairman and called

for the appointment of the various Authority professional services. Upon the motion by Mr.

Scheuren seconded by Mr. Spause, the Authority Board unanimously voted to appoint the

following for the 2025 calendar year by a vote of 4 in favor, 0 against.

Solicitor: Law Firm of Hamburg, Rubin, Mullin, Maxwell & Lupin

Engineer: Gilmore & Associates, Inc.

Energy Consultant: Instrumentation, Control & Energy Engineering, LLC.

Allied Control Services - SCADA Consultant

Independent Auditor: Maillie, LLP

Depository of Funds: TD Bank and Pennsylvania Local Government Investment Trust (PLGIT)

APPROVAL OF MINUTES:

Upon the motion of Mr. Natale, seconded by Mr. Spause, the Board voted to approve the

Minutes of the December 17, 2024, meeting by a vote of 4 in favor, 0 against.

PUBLIC FORUM:

None.

TREASURER’S REPORT:

The written report of the Treasurer, dated January 21, 2025, was distributed and is attached to the Minutes as Exhibit “A.” The activity of $386,207.65 includes Operating Expenses for $102,498.23 from December 2024, $114,849.18 from January 2025, Capital Requisitions for $68,956.50, PLGIT Procurement Card Operating for $36,860.17, and $63,043.57 for payroll, federal and state tax transfers. There were $1,134.50 of Professional Services Escrow Releases, and no Construction Escrow releases. There were no Maintenance Bonds. Upon the motion of Mr. Scheuren, seconded by Mr. Spause, the Board voted to approve the January 21, 2025, Treasurer’s Reports by a vote of 4 in favor, 0 against.

SOLICITOR’S REPORT:

Mr. Mullin reported on the Bill of Sale drafted for the Creekside at Mainland meter pit. He will contact the management company for the Salford Meadows HOA regarding the proposed sanitary sewer easement.

PLANT OPERATIONS REPORT:

1. The Plant Operations Report dated January 21, 2025, was distributed, and is attached to these Minutes as Exhibit “D.”
2. The monthly flow comparison reports for December 2023 and December 2024 were distributed to the Board Members and are attached to these Minutes are Exhibit “C.”
3. **Alderfer Cathodic Protection Repairs –** Mr. Forwood presented a quote from ARK Engineering & Technical Services to repair the cathodic protection system at the Alderfer pump station in the amount of $24,625. The quote includes the installation of a new anode for the ICCP system. After further discussion, Mr. Spause suggested another option and will provide the contact information to Mr. Forwood. Upon the motion of Mr. Spause, seconded by Mr. Natale, the Board voted to approve an expenditure up to $24,625 for the repair of the Alderfer pump station cathodic protection system, by a vote of 4 in favor, 0 against.
4. **Harleysville Plant SSO -** Mr. Forwood reported on a foam issue of approximately 100 gallons in first stage that occurred on December 24, 2024. DEP was notified and a representative visited the plant on December 26, 2024.

 BUSINESS MANAGER’S REPORT:

1. The written Business Report dated January 21, 2025, was distributed and is attached to these Minutes as Exhibit “E”.
2. **PLGIT New CD Purchased –** Ms. Weimer reported on the purchase of a new CD with PLGIT on January 16, 2025 in the amount of $150,500. The term is one year with a rate of 4.4%.
3. **Development Summary –** Ms. Weimer reviewed the developments under construction and those that are currently under plan review with the Authority. The Highpointe development is almost built out with the last two units under construction. There have been 19 units at Jacobs Crossing inspected for the sewer connection. Settlements are scheduled for February and March. The Authority received an inquiry regarding sewer capacity for a property on Stover Road.

OLD BUSINESS:

Staffing Update – Ms. Weimer reported on the interview of a candidate for the part-time position in the Business Office. The recommendation is to hire the candidate with a schedule of 20 hours per week, Tuesday through Friday. The Board agreed with the recommendation.

NEW BUSINESS:

None.

EXECUTIVE SESSION:

None.

ADJOURNMENT:

There being no further business, upon the motion of Mr. Natale, seconded by Mr. Spause, the Board voted to adjourn the meeting at 8:30 p.m. by a vote of 4 in favor, 0 against.

Respectfully submitted,

Connie Weimer