

YARDLEY BOROUGH SEWER AUTHORITY
Bucks County, Pennsylvania

MINUTES OF MEETING OF March 13, 2024

The regular monthly meeting of the Board of the Yardley Borough Sewer Authority (the Authority) was called to order by Chairperson Carl Perella at 7:02 p.m. on March 13, 2024 at Yardley Borough Hall, 56 South Main Street, Yardley, Pennsylvania after notice was given to the members of the Board of the Authority and to the general public as required by law. Those present, in addition to Mr. Perella, were Board members David Collins, Mark McDevitt, and Barry Sharer; Brian Brochon of Gilmore & Associates, Inc., the Authority's Consulting Engineer; Blake Dunbar, Esquire, of Robert L. Brant & Associates; Phil Smythe, Pump Station Operator and Carol Schultz, Administrative Assistant. Don Carlson, Yardley Borough Council member, was also in attendance.

The Chair commented that the minutes of the previous regular meeting were distributed to all Board members prior to the meeting. Mr. Collins moved that the minutes of the regular board meeting on February 14, 2024 be approved. Mr. McDevitt seconded the motion. Motion carried.

Ms. Schultz presented the Authority's Profit and Loss Statement (Budget vs. Actual) through February 2024 and the Balance Sheet (Previous Month Comparison) as of February 29, 2024.

The report of Delinquent Accounts with balances over sixty days was also presented by Ms. Schultz. She reported that 25 customers received demand for payment letters and 1 property was eligible to be posted. Additionally, 1 property was eligible to be liened.

Ms. Schultz presented the Operations Administrator Report. For the month of February, \$72,830.33 in sewer payments, \$-671.32 in adjustments and \$426.96 in penalties were applied. There were \$73,440.15 in billings for March. 190 customers paid a total of \$11,560.12 via ACH. 76 credit card payments were processed. There were 3 sewer certifications processed in February. Customer bills for February usage were mailed March 11, 2024 with payment due by March 29, 2024.

Payment in the amount of \$3,174.28, was requested from Aqua America/Lower Makefield Township for the JUF Capital Expenses (pump station and sewer system) for February 2024. Payment was received from Aqua America in the amount of \$3,219.71 for January 2024.

Mr. Collins requested that dates be noted on future EDU requests on the Connection Management Policy/New Capacity list included in the Operations Administrator Report.

Mr. Sharer questioned the percentage of responsibility of YBSA for capital expenditures at the proposed new treatment plant in Fairless Hills. Mr. Collins suggested all questions about the new plant be sent to Mrs. Ventresca, Operations Administrator, prior to the April meeting. All questions will be provided to John Warena from MMA in advance. Mr. Warena will be advised that there are three new board members who have not yet met with him.

The monthly bills, as listed on the Bill List totaling \$25,976.18 are presented by Ms. Schultz for consideration by the Board. Mr. Collins moved that the bills included on the Bill List be approved for payment as presented. Upon the second of Mr. Perella the motion was unanimously approved.

Mr. Brochon stated that he is finalizing the Chapter 94 annual waste load plan that is due at the end of March. He also indicated he is trying to obtain approval for a detour route when North Main Street is shut down in both directions for a sewer repair in the middle of the road at 100 N Main. Construction is estimated to be completed in one day.

Mr. Smythe presented the Pump Station Operator report. He indicated that February was a rough month in terms of capacity due to significant rainfall. The system was not recovering to normal levels before another storm arrived. Mr. Smythe encountered a bad VFD on Pump #1. With two pumps running, one pump then overheated. Mr. Smythe switched to the back-up system which then got 3 pumps running. With one spare pump, YBSA might consider getting another back up. At the request of Mr. Perella, Mr. Smythe will look into the cost and lead time of both a rebuilt and new pump.

Mr. Dunbar's Solicitor's Report was presented in Executive Session.

At 7:57 p.m., Mr. Perella made a motion to enter into Executive Session for Real Estate matters. Mr. Collins seconded the motion. Executive Session concluded at 8:08 p.m.

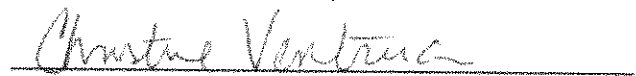
An additional Executive session for Personnel matters occurred from 8:34 p.m. to 8:44 p.m. After the executive session ended Mr. Collins made a motion to increase the Pump Station Operators compensation by 5% and the office staffs' compensation by 3.5%, all effective April 1, 2024. The motion was seconded by Mr. Perella. The motion passed 3 to 1.

As there was no further business to come before the Authority, upon the motion of Mr. Perella and seconded by Mr. Collins, and approved unanimously, the meeting was adjourned at 8:45 p.m.

Respectfully submitted,



Mark McDevitt, Secretary



Christine Ventresca, Operations Administrator