

MINUTES

LOWER SALFORD TOWNSHIP AUTHORITY

2, April 2025

The Meeting of the Board of the Lower Salford Township Authority was held on April 2, 2025, 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 Barry Bohmueller, Secretary.

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

APPROVAL OF MINUTES:

Upon the motion of Mr. Scheuren, seconded by Mr. Bohmueller, the Board voted to approve the Minutes of the March 5, 2025, meeting by a vote of 3 in favor, 0 against

PUBLIC FORUM:

Mr. Chris Herr of Maillie LLP reviewed the 2024 Audit Financial Report. The report issued 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. There were no issues for non-compliance. Internal control procedures are in place for receipts, expenses, bank and general ledger reconciliations, and journal entries. He noted that tapping fee revenue increased, capital assets had a slight increase, the pension plan is fully funded, operating expenses increased by 4.5%, interest income increased due to new CD's and higher interest rates, and there were two development dedications. He noted the Authority complied with Act No. 72 relative to the Authority's deposits and investments. He advised that over all the results were positive. The Board authorized Mr. Bohmueller to execute the 2024 representation letter for the audit.

OPERATIONS MANAGER:

- A. **Long Term Project Report** – Mr. Forwood presented his report. A copy of the report is included with these minutes. The Quarry Road project is planned to be bid this summer with fall construction. ACS will provide an estimate for minor improvements to the Harleysville Plant SCADA system. The Solicitor contacted the management company for Salford Lea regarding the Authority's request to obtain an easement for the Oak Ridge pump station project. The televising work was completed for 2024. A list of the areas to be done in 2025 is in process. The centrifuge design is in process with the Authority engineer. The various collection system projects are in various stages with the Authority engineer.
- B. **Pick Up Truck Costars Quotes** – Mr. Forwood presented a Costars quote from Sands Quakertown dealership for a 2025 Ram 3500 Regular Cab pick-up truck in the amount of \$59,322. The quote was \$2,000 less than a GMC truck. The Authority's standard maroon color for vehicles is no longer available; therefore the new truck will be white. The 2007 Ford truck will be traded in which is not included in the quote. Additional after-market accessories will be purchased. The capital budget included \$75,000. Upon the motion of Mr. Bohmueller, seconded by Mr. Scheuren, the board voted to approve the Costars quote of \$59,322 from Sands Quakertown dealership for the 2025 Ram 3500 regular cab by a vote of 3 in favor, 0 against.
- C. **Manhole Lining Costars Quote** – Mr. Forwood reported the quote has not been received for the Board's consideration.

D. Mainland Plant VFD Digester Blower #3 – Mr. Forwood reported the quote has not been received for the Board’s consideration.

E. TV Truck Municibid – Mr. Forwood requested the Board’s consideration to sell the 1996 Camera Truck on the Municibid site. The Authority can establish the price and reject any bids that are not acceptable. Once the price is determined, he will present it to the Board for approval at the next meeting.

BUSINESS MANAGER:

2024 Financial Audit – Ms. Weimer recognized Ms. DuBree for assuming the lead role in managing the 2024 financial audit. She uploaded all the required files to Maillie and provided timely responses to the audit team. The business office was short staffed for over half of 2024. Ms. DuBree was instrumental in maintaining the integrity of the Authority’s financial statements throughout the year.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

EXECUTIVE SESSION:

None.

ADJOURNMENT:

There being no further business, upon the motion of Mr. Bohmueller, seconded by Mr. Scheuren, the Board voted to adjourn at 7:35 a.m. by a vote of 3 in favor and 0 against.

Respectfully Submitted,

Connie Weimer