

LOWER SALFORD TOWNSHIP AUTHORITY

MEETING MINUTES

September 16, 2025

The Meeting of the Board of Lower Salford Township Authority was held on September 16th, 2025, at the Lower Salford Township office 379 Main Street, Harleysville PA. The meeting was called to order at 7:00 p.m. by Karl Janetka, Chairman.

PERSONS IN ATTENDANCE:

Member: Karl Janetka, Chairman; David Scheuren, Vice-Chairman; Barry Bohmueller, Secretary; and David Spause, Assistant Secretary/Treasurer.

Staff: Craig Forwood, Operations Manager; Denise DuBree, Business Manager; Tom Duffy, Gilmore & Associates and Paul Mullin, Esq., Hamburg, Rubin, Mullin, Maxwell, & Lupin, Authority Solicitor.

Chairman Janetka led all in the Pledge of Allegiance.

APPROVAL OF MINUTES:

Upon the motion of Mr. Spause, seconded by Mr. Scheuren, the Board voted to approve the Minutes of the August 19, 2025 meeting by unanimous vote.

PUBLIC FORUM:

None.

TREASURER'S REPORT:

The written report of the Treasurer dated September 16, 2025 was distributed.

The activity includes:

Operating Expenses of \$385,603.98,
PLGIT Procurement Card Operating Expenses of \$71,932.79,
Payroll, federal and state tax payments of \$104,265.92,
Capital Requisitions of \$224,875.62,
Professional Services Escrow Releases in the amount of \$5,734.75.
Maintenance Bonds of \$0.00

Upon the motion of Mr. Scheuren, seconded by Mr. Bohmueller, the Board voted to approve the September 16, 2025 Treasurer's Report by unanimous vote.

SOLICITOR'S REPORT:

Solicitor Mullin attended the monthly staff meeting. Mr. Mullin addressed the easements related to the Oak Ridge Pump Station abandonment project.

PLANT OPERATIONS REPORT:

The Plant Operations Report dated September 16, 2025 was distributed.

The monthly flow comparison reports for August 2024 and August 2025 were distributed.

Mr. Forwood presented Change Order #5 to the 2025 Sewer Specialty Services Televising Contract. Upon the motion of Mr. Bohmueller, seconded by Mr. Scheuren, the Board voted to approve the Change Order in the amount of \$7,250.00 by unanimous vote.

BUSINESS MANAGER'S REPORT:

The written Business Report and Development Update dated August 19, 2025, was distributed. Ms. DuBree noted certificate of recognition received from Delaware Valley Workers Compensation Trust for achievement in minimizing workplace illness and injury for zero workers compensation claims in 2024.

The Developers Project Status was distributed. Gilmore & Associates has informed us that the sanitary sewer construction at 196 Main Street project has been completed and satisfactorily tested.

2026 MMO (Minimum Municipal Obligation) Pension funding for Defined Benefit plan \$33,036 and Defined contribution plan \$16,593. Upon the motion of Mr. Bohmueller, seconded by Mr. Scheuren, the Board voted to approve the 2026 MMO funding for the Defined Benefit plan and the MMO Defined contribution plan by unanimous vote.

LSTA is anticipating receiving the signed Easement Agreement and Compensation agreement from homeowner on Farmview Drive. Upon the motion of Mr. Scheuren, seconded by Mr. Janetka, the Board voted to execute the Easement and compensation agreement and was approved by unanimous vote.

Ms. DuBree informed the Board that we requested for our TD Bank accounts to be fitted with ACH Debit blocks to protect against fraudulent transactions.

A review of the reports completed by Gilmore & Associates regarding the Tapping Fee & Industrial Surcharges was discussed at the previous meeting.

OLD BUSINESS:

Mr. Tom Duffy reviewed the Tapping Fee and Industrial Surcharge Rate studies and to provide clarity for Board understanding and decision. The Board agreed to move forward with the increases effective in 2026. Mr. Mullin will prepare resolutions to increase the Tapping Fee and Industrial Surcharges to be approved at the next meeting.

NEW BUSINESS:

None.

EXECUTIVE SESSION:

None.

ADJOURNMENT:

There being no further business, upon the motion of Mr. Spause, seconded by Mr. Bohmueller, the Board voted to adjourn the meeting at 7:30 p.m. by unanimous vote.

Respectfully submitted,
Denise DuBree