

**BOROUGH OF CONSHOHOCKEN AUTHORITY**  
**DECEMBER 13, 2017 MEETING**  
**6:30 PM**

The Stated Meeting of the Borough of Conshohocken Authority (“BCA”) was held at the Authority Building on December 13, 2017. The meeting was called to order at 6:04 p.m. followed by a pledge to the flag.

**ROLL CALL:**

Board members present were: Acting Chair and Secretary, Mrs. Anita Barton; and, Board Member, Mrs. Janene Reilly. Also present were: Solicitor Ms. Lauren Gallagher from Rudolph Clarke, LLC; Executive Director, Mr. Stephen Clark; Finance Director, Mrs. Angela Madle Long; and Plant Engineer, Mr. Fred Ebert from Ebert Engineering, Inc. Treasurer, Mr. Kyle Elliott attended via phone. Chairman, Mr. Felix Raimondo and Vice-Chairman, Ms. Carol Smith were absent.

**INVITED GUEST(S):**

Russ McIntosh from Herbert, Rowland, & Grubic attended via phone to further discuss the potential future rate changes. The Board members, Executive Director, Finance Director and Mr. McIntosh engaged in an extended discussion regarding the potential alternatives. In particular, Mr. McIntosh stated his opinion that the 5% prompt pay discount was not sustainable under the current conditions, and discussed at length the ability to modify and/or decrease discount that is currently in place. The prompt pay discount that the Authority makes available to its customers results in a cost of over \$61,000 per year to the Authority. He indicated that one alternative would be to reduce the discount from its current 5%, which would help reduce the cost to the Authority. Another alternative would be to switch to a flat rate discount. The Board members discussed the implications of both potential modifications to the rates, and directed Mr. McIntosh to construct a rate structure that incorporated a flat rate discount that would be sustainable for the Authority. Mr. McIntosh indicated that he would continue to review and evaluate various alternatives and would have a final recommendation prepared for the Board’s January meeting.

**PUBLIC COMMENT:**

None.

**APPROVAL OF MINUTES:**

The November 28, 2017 minutes were not approved.

**FINANCIAL REPORT:**

The financial report was reviewed and discussed with the Board Members.

A motion was made by Mrs. Reilly, seconded by Mr. Elliott to approve the bills in the amount of \$96,938.29. None opposed. Motion approved 3-0.

A motion was made by Mrs. Reilly, seconded by Mr. Elliott to approve the Financial Report. None opposed. Motion approved 3-0.

## **NEW BUSINESS**

### **SOLICITOR'S REPORT:**

The Solicitor's report was reviewed and discussed with the Board Members.

A motion was made by Mr. Elliott, seconded by Mrs. Reilly to accept the Solicitor's report. None opposed. Motion approved 3-0.

### **PLANT ENGINEER'S REPORT – EBERT ENGINEERING, INC.:**

The Plant Engineer's report was reviewed and discussed with the Board Members.

A motion was made by Mrs. Reilly, seconded by Mr. Elliott to accept the Plant Engineer's report. None opposed. Motion approved 3-0.

### **EXECUTIVE DIRECTOR'S REPORT:**

The Executive Director's report was reviewed and discussed with the Board Members.

A motion was made by Mrs. Reilly, seconded by Mr. Elliott to approve the proposal for Cathy Seiler, CPA from Brinker Simpson & Co., LLC to do the BCA 2017 audit. None opposed. Motion approved 3-0.

A motion was made by Mrs. Barton, seconded by Mr. Elliott to approve the proposal from Selective Insurance for BCA's Crime, Commercial, and Flood Insurances. None opposed. Motion approved 3-0.

Mr. Clark discussed a written request from George Clay Fire Company at the property located at 426 Ford Street, West Conshohocken, PA 19428 requesting a waiver for their billing location. The Board discussed waiving the fees for this location, as per the written request, and instructed the Solicitor to put together an agreement for review at January 23, 2018 meeting.

A motion was made by Mrs. Reilly, seconded by Mr. Elliott to accept the Executive Director's report. None opposed. Motion approved 3-0.

**COLLECTIONS & MAINTENANCE REPORTS:**

The Collections and Maintenance reports were reviewed and discussed with the Board Members.

A motion was made by Mr. Elliott, seconded by Mrs. Reilly to accept the Collections and Maintenance Reports. None opposed. Motion approved 3-0.

Mr. Clark discussed a written request dated November 27, 2017 from Ms. Ann Kelly, owner, 126 W. 8<sup>th</sup> Ave, Apt. B requesting a reconsideration of the Board’s September 26, 2017 decision denying her request to waive the last two quarters sewer charges. The Board denied said request.

Mr. Clark confirmed the next meeting is scheduled for January 23, 2018 and all agreed.

**ADJOURNMENT:**

There being no further business to come before the Board, it was moved by Mrs. Reilly, seconded by Mr. Elliott all voting “Aye” to adjourn the meeting. None opposed. Motion approved 3-0. Adjournment occurred at 6:47 p.m.

Respectfully submitted,

Angela Madle Long

