

**MINUTES OF THE
STATED MEETING
March 18, 2010**

The Stated Meeting of the Borough of Conshohocken Authority was held at the Authority Building on March 18, 2010 and called to order at 7:00 PM by Mr. Felix Raimondo. The Meeting was opened with the Pledge of Allegiance.

PRESENT WERE: Board Members- Mr. Felix Raimondo, Mr. James Mullen, Mr. Eugene DeSantis, Mrs. Bernadette Wallace, Ms. Carol Smith, Solicitor- Mr. Mike Clarke, Rudolph, Pizzo & Clarke, LLC, Authority Director- Mr. David Busch, Keystone Alliance, Plant Manager- Mr. Stephen Clark, Recording Secretary- Ms. Ann Hopple, Plant Engineer- Mr. Rick Czekanski, Remington, Vernick, and Beach, Engineers.

GUESTS: Ms. Lauri Halderson- Keystone Alliance, Ms. Karen Lee DeMerlis, Rudolph, Pizzo & Clarke, LLC, Mr. Michael Sullivan- Private Utility Enterprises, Mr. Bill Natale- T&M Engineers

The meeting was opened with the election of Authority Board Officers. Mr. Clarke requested a nomination for the position of Board Chairman with the sole nomination of Mr. Raimondo to that position seconded and unanimously approved. Mr. Raimondo next requested a nomination for the position of Vice Chairman with the sole nomination of Mr. James Mullen to that position seconded and unanimously approved. Mr. Raimondo requested a nomination for the position of Secretary with the sole nomination of Ms. Carol Smith to that position seconded and unanimously approved. Mr. Raimondo requested a nomination for the position of Treasurer with the sole nomination of Mrs. Bernadette Wallace to that position seconded and unanimously approved. Mr. Raimondo requested a nomination for the appointment of Solicitor with the sole nomination of Mr. Michael Clarke of Rudolph, Pizzo & Clarke, LLC to that position seconded and unanimously approved. Mr. Raimondo requested a nomination for the appointment of Consulting Engineer with the sole nomination of the firm Remington, Vernick, and Beach, Engineers to that position seconded and unanimously approved. Finally the third Thursday of each month was determined to be the date for the regularly scheduled meetings of the Board of Directors to be held at 7:00 PM at the Authority building location and was unanimously approved by all board members.

The draft minutes of the February 18, 2010 meeting were reviewed. A motion was made by Mr. DeSantis and seconded by Ms. Smith to accept the draft meeting minutes.

ROLL CALL: Mr. Felix Raimondo, Mr. James Mullen, Mr. Eugene DeSantis, Mrs. Bernadette Wallace, Ms. Carol Smith. All voted yes. Motion carried unanimously.

FINANCIAL REPORT:

The vendor bill list was reviewed and discussed by the board. A supplemental vendor bill list was handed out and reviewed with a motion being made by Ms. Smith and seconded by Mr. DeSantis to approve both vendor bill lists in the amount of \$141,047.10.

ROLL CALL: Mr. Felix Raimondo, Mr. James Mullen, Mr. Eugene DeSantis, Mrs. Bernadette Wallace, Ms. Carol Smith. All voted yes. Motion carried unanimously.

Mr. David Busch passed out a preliminary budget report explaining that as we catch up on the continuing accounting system work, budget reports will become a regular part of the monthly financial report and will greatly assist the board in keeping track of revenue and expenditures on a monthly basis.

SOLICITOR’S REPORT:

Mr. Clarke reviewed his report. Mr. Clarke requested an executive session at the end of the meeting to provide an update on the former employee under prosecution as well as a personnel matter. A motion was made by Mr. DeSantis and seconded by Mrs. Wallace to accept the Solicitor’s Report.

ROLL CALL: Mr. Felix Raimondo, Mr. James Mullen, Mr. Eugene DeSantis, Mrs. Bernadette Wallace, Ms. Carol Smith. All voted yes. Motion carried unanimously.

ENGINEER’S REPORT – REMINGTON, VERNICK & BEACH:

Mr. Czekanski reviewed his report. Regarding the primary settling tank sludge collector removal mechanism project, the low bidder Municipal Maintenance has withdrawn from the bid. The second low bidder is Eastern Environmental however, the 30 days lapse time required from the notice of intent to award to the actual award has not yet passed therefore a motion was made by Mr. Mullen and seconded by Mr. DeSantis to allow Mr. David Busch to award the contract to Eastern Environmental after the 30 day waiting period has passed and provided the contractor has submitted all required certifications with review and approval by Mr. Clarke and Mr. Czekanski.

ROLL CALL: Mr. Felix Raimondo, Mr. James Mullen, Mr. Eugene DeSantis, Mrs. Bernadette Wallace, Ms. Carol Smith. All voted yes. Motion carried unanimously.

There was discussion regarding a proposed building complex at Wood Street. Mr. Clarke will create a contract for the board to review at the next meeting whereby the planning module application can be approved by the borough however no building permit shall be provided until all tapping fees are paid to the Authority with a time limitation to pay the tapping fees once DEP approvals have been granted. There was also discussion regarding the need to monitor the operation of the Primary Settling Tank Project with Mr. Czekanski submitting a proposal to provide the construction administration work for that project. A motion was made by Mr. DeSantis and seconded by Ms. Smith to accept the proposal of Remington, Vernick, and Beach, Engineers to provide construction administration services for the settling tank project not to exceed \$5000.00

ROLL CALL: Mr. Felix Raimondo, Mr. James Mullen, Mr. Eugene DeSantis, Mrs. Bernadette Wallace, Ms. Carol Smith. All voted yes. Motion carried unanimously.

Mr. Czekanski has reviewed the completed work done so far by the contractor Eastern Environmental and has recommended for payment \$13,319.55 for the bar screen replacement project and a payment of \$6,912.00 for the grit removal system improvement project. A motion was made by Mr. Mullen and seconded by Mr. DeSantis to release the payments as noted.

ROLL CALL: Mr. Felix Raimondo, Mr. James Mullen, Mr. Eugene DeSantis, Mrs. Bernadette Wallace, Ms. Carol Smith. All voted yes. Motion carried unanimously.

A motion was made by Mr. DeSantis and seconded by Mr. Mullen to accept the Engineer's report.

ROLL CALL: Mr. Felix Raimondo, Mr. James Mullen, Mr. Eugene DeSantis, Mrs. Bernadette Wallace, Ms. Carol Smith. All voted yes. Motion carried unanimously.

DIRECTOR'S REPORT:

Mr. Busch reviewed his report. In addition, there was discussion concerning the unresolved items pertaining to Shannon's Way with a scheduled meeting between Borough and Authority personnel to be held on Thursday March 25th @ 2PM. Mr. Busch will provide a summary of that scheduled meeting to the Borough Manager and the Authority Board members.

Also brought before the Board was a request by customer Mr. Hark who had an excessive sewer bill due to a leak and had called the Authority office to request partial relief from the charges. The Board's position is that as long as a leak still flows to the plant, we are treating that flow and the charges assessed are valid.

The final point of discussion was a potential request by the Borough Manager for a representative of the Authority to attend the next Borough Council meeting in April to address questions regarding our upcoming rate increase to be effective with our next quarterly billing in June. We will address such a request if and when it is made.

A motion was made by Ms. Smith and seconded by Mr. Mullen to accept the Director's Report.

ROLL CALL: Mr. Felix Raimondo, Mr. James Mullen, Mr. Eugene DeSantis, Mrs. Bernadette Wallace, Ms. Carol Smith. All voted yes. Motion carried unanimously.

PLANT MANAGER'S REPORT:

Mr. Clark presented his report. Guest Mr. Michael Sullivan from Private Utility Enterprises was introduced and invited to address the Board per Mr. Clark's request for coverage while he will be on an upcoming vacation. In addition to covering Mr. Clark's duties while on vacation Mr. Sullivan would be able to provide a review of the overall plant operations and provide a written report of his findings. The Board has asked for a sample of Mr. Sullivan's consultation work with other Authorities and he will be providing that. A motion was made by Ms. Smith and seconded by Mrs. Wallace to accept Mr. Sullivan's proposal.

ROLL CALL: Mr. Felix Raimondo, Mr. James Mullen, Mr. Eugene DeSantis, Mrs. Bernadette Wallace, Ms. Carol Smith. All voted yes. Motion carried unanimously.

Guest Mr. Bill Natale from T&M Engineers provided an update on the belt filter press. Mr. Natale reported that there is one issue still pending regarding the operation of the press. Mr. Natale is working with Seimens on this issue.

The plant manager's report was interrupted with a request from Mr. Clarke to enter into an executive session prior to the early departure of Mr. DeSantis from the meeting. The purpose of the executive session was to discuss a personnel and litigation matter.

In resuming the regular session, Mr. Clark reviewed the problems that led to the recent electrical power outage and is in the process of collecting at least 3 quotes to address the maintenance that is needed to ensure the problem does not happen in the future.

Additionally, the borough has requested that we review and repair some of our manholes that have caused some problems with their plowing efforts this winter. We will be addressing those problem manholes first with an inspection of all manholes to eventually be completed.

Last item for discussion pertained to the collection system. We will be addressing the need to rehab the sewer main on Forrest Ave as well as other areas of the borough. Our 5 year capital improvement plan includes plans for rehab of the collection system as necessary.

A motion was made by Mrs. Wallace and seconded by Mr. Mullen to approve the Plant Manager's report.

ROLL CALL: Mr. Felix Raimondo, Mr. James Mullen, Mr. Eugene DeSantis, Mrs. Bernadette Wallace, Ms. Carol Smith. All voted yes. Motion carried unanimously.

COLLECTIONS REPORT :

The collections report was reviewed. A motion was made by Ms. Smith and seconded by Mr. Mullen to accept the collections report.

ROLL CALL: Mr. Felix Raimondo, Mr. James Mullen, Mr. Eugene DeSantis, Mrs. Bernadette Wallace, Ms. Carol Smith. All voted yes. Motion carried unanimously.

MAINTENANCE REPORT :

The maintenance report was reviewed. A motion was made by Ms. Smith and seconded by Mrs. Wallace to accept the maintenance report.

ROLL CALL: Mr. Felix Raimondo, Mr. James Mullen, Mr. Eugene DeSantis, Mrs. Bernadette Wallace, Ms. Carol Smith. All voted yes. Motion carried unanimously.

A motion was made by Mr. DeSantis and seconded by Ms. Smith to adjourn the meeting.

ROLL CALL: Mr. Felix Raimondo, Mr. James Mullen, Mr. Eugene DeSantis, Mrs. Bernadette Wallace, Ms. Carol Smith. All voted yes. Motion carried unanimously.