

**MINUTES OF THE
STATED MEETING
May 19, 2011**

The Stated Meeting of the Borough of Conshohocken Authority was held at the Authority Building on May 19, 2011 and called to order at 6:30 PM by Mr. James Mullen. The Meeting was opened with the Pledge of Allegiance and an Invocation.

PRESENT WERE: Vice-Chairman-Mr. James Mullen, Treasurer-Mrs. Bernadette Wallace, Secretary-Ms. Carol Smith, Board Member-Mr. Barry Mellor, Solicitor-Mr. Mike Clarke from Rudolph, Clarke & Kirk, LLC, Authority Director-Mr. David Busch & Office Manager-Mrs. Lauri Halderson from Keystone Alliance, Plant Manager-Mr. Stephen Clark, Plant Engineer-Mr. Tom Beach from Remington, Vernick, and Beach.

ROLL CALL: Mr. Mullen, Mr. Mellor, Mrs. Wallace, Ms. Smith.

APPROVAL OF MINUTES:

There was an executive session held April 21, 2011 and May 10, 2011 to discuss matters of potential litigation and personnel.

The minutes of the April 19, 2011 meeting were reviewed.

A motion was made by Mrs. Wallace and seconded by Mr. Mellor to approve the April 19, 2011 meeting minutes.

ROLL CALL: All voted yes. Motion carried unanimously.

FINANCIAL REPORT:

The vendor bill list was reviewed and discussed by Board Members. Board Members questioned individual bills listed on the bill list. The board asked for other Lockbox options to be explored. The lockbox service has been implemented as an additional protection for the Authority against fraud.

A motion was made by Mrs. Wallace and seconded by Mr. Mellor to pay the bills in the amount of \$1,625,551.93.

ROLL CALL: Mr. Mullen, Mrs. Wallace , Ms. Smith, Mr. Mellor
Motion carried unanimously.

The financial report was reviewed and discussed with Board Members.

A motion was made by Mr. Mellor and seconded by Ms. Smith to approve the May 2011 Financial Report.

ROLL CALL: All voted yes. Motion carried unanimously.

SOLICITORS REPORT:

Mr. Clarke reviewed his written report.

The Community Garden draft lease was provided to the Borough for their review.

A motion was made by Mrs. Wallace and seconded by Ms. Smith to accept the Solicitors Report.

ROLL CALL: All voted yes. Motion carried unanimously.

ENGINEER'S REPORT – REMINGTON, VERNICK & BEACH:

Mr. Tom Beach reviewed the engineer's written report.

Additional construction is needed for the Settling Tank. The engineer proposed a change order not to exceed \$9,500, to repair the cracks in the joints, pending Engineering and Administrative review.

ROLL CALL: Mr. Mullen, Mr. Mellor, Mrs. Wallace, Ms. Smith. All voted yes. Motion carried unanimously

A motion was made by Ms. Smith and second by Mr. Mellor to advertise the bid for the Chlorine Building Roof Project.

ROLL CALL: Mr. Mullen, Mr. Mellor, Mrs. Wallace, Ms. Smith. All voted yes. Motion carried unanimously

A motion was made by Ms. Smith and second by Mr. Mellor to accept the final Millenium Stables Project pending all punch list items are completed.

ROLL CALL: Mr. Mullen, Mr. Mellor, Mrs. Wallace, Ms. Smith. All voted yes. Motion carried unanimously

A motion was made by Mrs. Wallace and seconded by Ms. Smith to accept Engineer's Report from Remington, Vernick & Beach.

ROLL CALL: All voted yes. Motion carried unanimously.

DIRECTOR’S REPORT:

Mr. Busch reviewed his written report.

The 2010 Draft Audit Report will be completed the week of May 27, 2011 for staff review. The final 2010 Draft Audit Report will be presented by Gold, Gocial, Gerstein at the June 2011 Authority Meeting.

A motion was made by Ms. Smith and seconded Mr. Mellor by to approve the Authority Director’s Report.

ROLL CALL: All voted yes. Motion carried unanimously.

PLANT MANAGER’S REPORT:

Stephen Clark reviewed his written report.

Notice for the intent to award to McGovern Environmental, in the amount of \$12,995 pending Solicitor review of all required documents for the Digester Cleanout project. A motion was made by Mrs. Wallace and second by Ms. Smith to grant the bid to McGovern Environmental. The digester cleanout will be cleaned in June 2011.

The property owner at 631 E. Elm Street was notified of the damage, due to salt on the property, to the fence on the Authority property. The certified letter came back to the Authority unclaimed. Authorize the Solicitor to file an action against the owner at 631 E. Elm Street to recover damages to the property and the fence. The Plant Manager will notify DEP of the action being taken.

A motion was made by Mr. Mellor and seconded by Ms. Smith to accept Plant Manager’s Report.

ROLL CALL: All voted yes. Motion carried unanimously.

COLLECTIONS REPORT:

A motion was made by Ms. Wallace and seconded by Ms. Smith to accept the Collections Report.

ROLL CALL: All voted yes. Motion carried unanimously.

MAINTENANCE REPORT:

A motion was made by Mr. Mellor and seconded by Ms. Smith to accept the Maintenance Report.

ROLL CALL: All voted yes. Motion carried unanimously.

A motion was made by Mr. Mellor and seconded by Ms. Smith to go into executive session.

A motion was made by Mr. Mellor and seconded by Mrs. Wallace to come out of executive session.

A motion was made by Ms. Smith and seconded by Mr. Mellor that the meeting be adjourned.

ROLL CALL: All voted yes. Motion carried unanimously.

