

DRAFT MINUTES OF THE
STATED MEETING
January 19, 2012

The Stated Meeting of the Borough of Conshohocken Authority was held at the Authority Building on January 19, 2012 and called to order at 6:30 PM by Mr. Felix Raimondo. The Meeting was opened with the Pledge of Allegiance and an Invocation.

PRESENT WERE: Chairman-Mr. Felix Raimondo, Vice-Chairman-Mr. James Mullen, Secretary-Ms. Carol Smith, Board Member-Mr. Barry Mellor, Solicitor-Mr. Mike Clarke from Rudolph, Clarke & Kirk, LLC, Authority Director-Mr. David Busch & Office Administrator-Mrs. Lauri Halderson from Keystone Alliance, Plant Manager-Mr. Stephen Clark, Plant Engineer-Mr. Richard Czekanski from Remington & Vernick Engineers and Neeraj Gupta, Borough Council.

ROLL CALL: Mr. Raimondo, Mr. Mullen, Ms. Smith, Mr. Mellor

RE-ORGANIZATION: Mr. Clarke began the meeting with the re-organization of the Authority Board.

CHAIRMAN:

Mr. Mullen nominated Mr. Raimondo to be Chairman of the Board and second by Ms. Smith. No other nominations were made for Chairman.

ROLL CALL: Mr. Mullen, Ms. Smith, Mr. Mellor, Mr. Raimondo

Mr. Raimondo was elected as Chairman of the Board for 2012. Motion carried 4 - 0.

VICE-CHAIRMAN:

Mr. Mullen nominated Mr. Mellor to be Vice-Chairman of the Board. The nomination failed due to no second on the nomination.

Mr. Mellor nominated Mr. Mullen to be Vice-Chairman of the Board. Mr. Mullen declined the nomination.

Mr. Raimondo nominated Mrs. Wallace to be Vice-Chairman of the Board and second by Ms. Smith. No other nominations were made for Vice-Chairman.

ROLL CALL: Mr. Mullen, Ms. Smith, Mr. Mellor, Mr. Raimondo

Mrs. Wallace was elected as Vice-Chairman of the Board for 2012. Motion carried 4 - 0.

SECRETARY:

Ms. Smith nominated Mr. Mellor for Secretary of the Board and second by Mr. Mullen. No other nominations were made for Secretary.

ROLL CALL: Mr. Mullen, Ms. Smith, Mr. Mellor, Mr. Raimondo

Mr. Mellor was elected as Secretary of the Board for 2012. Motion carried 4 - 0.

TREASURER:

Mr. Mellor nominated Ms. Smith to be Treasurer of the Board and second by Mr. Mullen. No other nominations were made for Treasurer.

ROLL CALL: Mr. Mullen, Ms. Smith, Mr. Mellor, Mr. Raimondo

Ms. Smith was elected as Treasurer of the Board for 2012. Motion carried 4 - 0.

SOLICITOR:

Mr. Mullen nominated Rudolph, Clarke and Kirk, LLC to be elected as the Solicitor of the Borough of Conshohocken Authority and second by Ms. Smith. No other nominations were made for Solicitor.

ROLL CALL: Mr. Mullen, Ms. Smith, Mr. Mellor, Mr. Raimondo

Rudolph, Clarke and Kirk LLC were elected as Solicitor of the Borough of Conshohocken for 2012. Motion carried 4 - 0.

ENGINEER:

Mr. Mullen nominated Remington & Vernick Engineers to be elected as the Engineer of the Borough of Conshohocken Authority and second by Ms. Smith. No other nominations were made for Authority Engineer.

ROLL CALL: Mr. Mullen, Ms. Smith, Mr. Mellor, Mr. Raimondo

Remington & Vernick Engineers were elected as Engineer of the Borough of Conshohocken Authority for 2012. Motion carried 4 - 0.

MEETING DATES:

The Monthly Authority meetings will be held the third Thursday of each month at 6:30 P.M. at the Borough of Conshohocken Authority Office located at 601 E. Elm Street, Conshohocken.

ROLL CALL: Mr. Mullen, Ms. Smith, Mr. Mellor, Mr. Raimondo

Motion carried 4 - 0.

APPROVAL OF MINUTES:

The minutes of the December 15, 2011 meeting were reviewed.

A motion was made by Ms. Smith and second by Mr. Mellor to approve the December 15, 2011 meeting minutes.

ROLL CALL: All voted yes. Motion carried 4-0.

FINANCIAL REPORT:

The vendor bill list was reviewed and discussed with the Board Members.

A motion was made by Ms. Smith and second by Mr. Mellor to pay the bills in the amount of \$179,879.09.

ROLL CALL: Mr. Raimondo, Mr. Mullen, Ms. Smith, Mr. Mellor
Motion carried 4-0.

The financial report was reviewed and discussed with Board Members.

A motion was made by Mr. Mellor and second by Ms. Smith to approve the January 2012 Financial Report.

ROLL CALL: All voted yes. Motion carried 4-0.

SOLICITORS REPORT:

Mr. Clarke reviewed the Solicitor's report.

Mr. Clarke discussed the status of the properties being processed with Judgments. Mr. Clarke discussed the status of Montgomery Chemical.

A motion was made by Mr. Mullen and second by Mr. Mellor to accept Solicitors Report.

ROLL CALL: All voted yes. Motion carried 4-0.

ENGINEER'S REPORT – REMINGTON, VERNICK & BEACH:

Mr. Richard Czekanski reviewed the engineer's written report.

Mr. Czekanski submitted a proposal to provide professional services for tasks related to the PADEP wasteload management plan reporting. Mr. Czekanski requested \$4,200.00 to prepare and submit the 2011 Wasteload Management report to the DEP by March 31, 2012 and \$1,200.00 to respond to DEP comments. A motion was made by Ms. Smith to

accept the 2011 PADEP Wasteload Management proposal for the total amount of \$5,400.00 and second by Mr. Mullen.

ROLL CALL: All voted yes. Motion carried 4-0.

A motion was made by Ms. Smith and second by Mr. Mullen to accept Engineer's Report from Remington, Vernick & Beach.

ROLL CALL: All voted yes. Motion carried 4-0.

DIRECTOR'S REPORT:

Mr. Busch reviewed his written report.

Mr. Busch discussed a meeting held with Paychecks, a payroll processing company to change payroll processing from ADP to Paychecks. The board gave direction to Mr. Busch to continue to explore the change in processing companies.

Mr. Busch discussed a meeting held with PLIGIT, a banking institution. This meeting was to discuss the availability of online credit card processing. Mr. Clarke has reviewed and approved the online payment agreements. The board directed Mr. Busch to move forward to make online credit card payments available to customers.

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

ROLL CALL: All voted yes. Motion carried 4-0.

PLANT MANAGER'S REPORT:

Stephen Clark reviewed his written report.

A motion was made by Mr. Mullen and second Mr. Mellor to accept the Plant Manager's Report.

ROLL CALL: All voted yes. Motion carried 4-0.

COLLECTIONS REPORT:

A motion was made by Ms. Smith and second Mr. Mellor to accept the Collections Report.

ROLL CALL: All voted yes. Motion carried 4-0.

MAINTENANCE REPORT:

A motion was made by Ms. Smith and second Mr. Mullen to accept the Maintenance Report.

ROLL CALL: All voted yes. Motion carried 4-0.

A motion was made by Mr. Mellor and second Mr. Mullen to adjourn the meeting into executive session.

ROLL CALL: All voted yes. Motion carried 4-0.

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