

**DRAFT MINUTES OF THE**  
**STATED MEETING**  
**February 16, 2012**

The Stated Meeting of the Borough of Conshohocken Authority was held at the Authority Building on February 16, 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-Mrs. Bernadette Wallace, Secretary- Mr. Barry Mellor, Treasurer- Ms. Carol Smith, Board Member- Mr. James Mullen, 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, and Plant Engineer-Mr. Richard Czekanski from Remington & Vernick Engineers.

**ROLL CALL:** Mr. Raimondo, Mrs. Wallace, Ms. Smith, Mr. Mullen. Mr. Mellor arrived at approximately 7:10.

**APPROVAL OF MINUTES:**

The minutes of the January 19, 2012 meeting were reviewed.

A motion was made by Mrs. Wallace and second by Ms. Smith to approve the January 19, 2012 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. Mullen to pay the bills in the amount of \$139,293.90.

**ROLL CALL:** Mr. Raimondo, Mrs. Wallace, Ms. Smith, Mr. Mullen.  
Motion carried 4-0.

The financial report was reviewed and discussed with Board Members.

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

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

Mr. Mellor arrived at approximately 7:10.

**SOLICITORS REPORT:**

Mr. Clarke reviewed the Solicitor's report.

Mr. Clarke discussed the status of Montgomery Chemical. The board directed Mr. Clarke to proceed on an agreement with Montgomery Chemical to resolve the unpaid fines, penalties and escrow money due to the Authority.

A motion was made to by Mrs. Wallace and second by Mr. Mellor to file a petition with the Montgomery County Court house to enter the Kelly property located at 2071 Harts Lane to inventory the property due to the non-payment of sewer bills for 107 W. 3<sup>rd</sup> Avenue, Conshohocken.

**ROLL CALL:** All voted yes. Motion carried 5-0.

Mr. Clarke discussed a proposal made by West Conshohocken Municipal Authority to transfer 97,000 gallons of capacity to Plymouth Township for a proposed development within Plymouth Township. West Conshohocken offered a settlement agreement to the Borough of Conshohocken Authority. The board directed Mr. Clarke to refuse this settlement and require West Conshohocken to pay full amount as part of the capacity transfer agreement. The board agreed to allow six months to pay for capacity or the approval of the Tornetta Development, whichever comes first.

A motion was made by Ms. Smith and second by Mrs. Wallace to move into executive session to discuss personnel matters.

**ROLL CALL:** All voted yes. Motion carried 5-0.

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

**ROLL CALL:** All voted yes. Motion carried 5-0.

**ENGINEER'S REPORT – REMINGTON, VERNICK & BEACH:**

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

Mr. Czekanski submitted a request to increase the budget for the Five Year Capital Improvement Plan by \$5,500.00. The authority took no action on the request.

Mr. Czekanski submitted a request to increase the budget for the RBC Construction Administration by \$5,500.00. The authority took no action on the request.

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

**ROLL CALL:** All voted yes. Motion carried 5-0.

**DIRECTOR'S REPORT:**

Mr. Busch reviewed his written report.

Mr. Busch discussed a meeting held with ADP, the Authorities payroll processing company. ADP has reduced the bi-weekly processing costs and has offered the ability to have a finger scan time clock at a compatible price to Paychecks.

Mr. Busch discussed the progress of the online credit card processing. Online credit card payments will be available to customers for the March 2012 Billing. A note will be placed on the new bills informing customers of this new payment option. There will also be an insert in the billing detailing how to pay your bill online.

A motion was made by Ms. Smith and second Mr. Mellor to pay the final payment for the Chlorine Roof replacement.

**ROLL CALL:** Mr. Raimondo, Mrs. Wallace, Ms. Smith, Mr. Mullen, Mr. Mellor. Motion carried 5-0.

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 5-0.

**PLANT MANAGER'S REPORT:**

Stephen Clark reviewed his written report.

A motion was made by Mrs. Wallace and second Ms. Smith or to accept the Plant Manager's Report.

**ROLL CALL:** All voted yes. Motion carried 5-0.

**COLLECTIONS REPORT:**

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

**ROLL CALL:** All voted yes. Motion carried 5-0.

**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 5-0.

A motion was made by Mr. Mellor and second Mrs. Wallace to adjourn the meeting.

**ROLL CALL:** All voted yes. Motion carried 5-0.

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