

**MINUTES OF THE  
STATED MEETING  
June 19, 2014**

**The Stated Meeting of the Borough of Conshohocken Authority was held at the Authority Building on June 19, 2014 and called to order at 6:43 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. Mark Danek, Treasurer- Mrs. Carol Smith, Board Member- Mrs. Anita Barton, Solicitor-Mr. Michael Clarke from Rudolph Clarke, LLC, Solicitor-Ms. Lauren Gallagher from Rudolph Clarke, LLC, Authority Director-Mr. David Busch & Office Administrator-Mrs. Lauri Halderson from Keystone Alliance Consulting, Inc., Plant Manager-Mr. Stephen Clark, Plant Engineer- Mr. Fred Gerloff, from Remington, Vernick and Beach and Special Project Engineer, Mr. Michael McRee from CKS Engineering, Inc, Mrs. Cathy Seiler Authority Auditor, of MDG, LLC.

**ROLL CALL:** Mr. Raimondo, Ms. Smith, Mr. Danek, Mrs. Barton

**PUBLIC COMMENT:**

None.

**APPROVAL OF MINUTES:**

The minutes of the May 12, 2014 meeting were reviewed.

A motion was made by Mrs. Barton and second by Mr. Danek to approve the May 12, 2014 meeting minutes.

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

**FINANCIAL REPORT:**

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

A motion was made by Mr. Danek and second by Ms. Smith to pay the bills in the amount of \$194,808.62.

**ROLL CALL:** Mr. Raimondo, Ms. Smith, Mr. Danek, Mrs. Barton

Motion carried 4-0

A motion was made by Mrs. Barton and second by Mr. Danek to approve the financial Report

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

Secretary – Mr. Matthew Kelly arrived at 7:00 PM.

**AUDIT REPORT:**

Mrs. Seiler reviewed the 2013 Audit report and management letters with the Authority Board. After discussion with the board it was agreed that the board would take additional time within the next week to review the written report and provide and comments. This would allow the authority to finalized the 2013 Audit prior to the June 30<sup>th</sup> deadline and submit the required DCED report.

**SOLICITORS REPORT:**

Mr. Clarke reviewed the Solicitor's written report.

A motion was made by Mr. Kelly and second by Mr. Danek to execute the Contract for Professional Services as prepared by the Authority Solicitor, between the Authority and Main Line Trees, LLC, concerning the property located at 201 Colwell Lane, tax parcel number 05-00-00100-00-3, subject to receipt by the Authority of all payments required of the Developer under the terms of the Agreement for engineer, legal and administrative fees.

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

A motion was made by Mrs. Barton and second by Mr. Kelly to accept Solicitors Report.

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

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

Mr. Fred Gerloff reviewed the engineer's written report.

A motion was made by Mr. Kelly and second by Ms. Smith to accept the proposal for services related to the WWTP facility evaluation for future capital improvements as follows;

- Scope 1 – Rotation Biological Contractor (RBC) C-Train Evaluation, not to exceed \$8,300.00
- Scope 2 – Solid Handling Facility Evaluation not to exceed \$16,400.00

**ROLL CALL:** Mr. Raimondo, Ms. Smith, Mr. Danek, Mr. Kelly, Mrs. Barton  
Motion carried 5-0

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

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

**ENGINEER'S REPORT – CKS Engineers, Inc.:**

Mr. Michael McRee reviewed the engineer's written report regarding the 2013 Sanitary Sewer Rehabilitation Project.

A motion was made by Mr. Danek and second by Ms. Smith to approve payment number five in the amount of \$27,670.65 to Video Pipe service for the Collection System Project.

**ROLL CALL:** Mr. Raimondo, Ms. Smith, Mr. Danek, Mr. Kelly, Mrs. Barton  
Motion carried 5-0

A motion was made by Mr. Danek and second by Mr. Kelly to award the contract to GoreCon, Inc. for the repair sewers to manholes as approved at the May 12, 2014 Authority meeting and authorize the appropriate Authority Personnel to approve and sign the contract.

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

Mr. McRee made a brief presentation of the recently completed GIS system of the Authority's collection system.

A motion was made by Mr. Danek and second by Ms. Smith to accept Engineer's Report from CKS Engineers, Inc.

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

**DIRECTOR'S REPORT:**

Mr. Busch reviewed his written report.

A motion was made by Mrs. Barton and second by Mr. Kelly to approve the proposal for Catapultweb to revamp the Authority website.

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

A motion was made by Ms. Smith and second by Mr. Kelly to approve the proposal submitted by Theresa Katalinas to assist the Authority staff to create an Authority Newsletter. It is the intention of the Authority that the newsletter will be mailed out with the Quarterly Sewer bills on June 25, 2014.

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

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

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

**PLANT MANAGER'S REPORT:**

Mr. Clark discussed the written report.

A motion was made by Ms. Smith and second by Mr. Kelly to accept the Plant Manager's Report.

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

**COLLECTIONS REPORT:**

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

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

**MAINTENANCE REPORT:**

A motion was made by Mrs. Barton and second by Mr. Danek to accept the Maintenance Report.

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

A motion was made by Mr. Danek and second by Mr. Kelly to go into executive session.

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

The Board came out of executive session where personnel matters and matters of litigation were discussed.

A motion was made by Mrs. Barton and second by Mr. Kelly to adjourn the meeting at 9:30 p.m.

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

