

**MINUTES OF THE
STATED MEETING
September 18, 2014**

The Stated Meeting of the Borough of Conshohocken Authority was held at the Authority Building on September 18, 2014 and called to order at 6:32 PM by Mr. Felix Raimondo.

The Meeting was opened with the Pledge of Allegiance and an Invocation.

PRESENT WERE:

- Chairman-Mr. Felix Raimondo
- Treasurer- Mrs. Carol Smith
- Secretary – Mr. Matthew Kelly
- Board Member- Mrs. Anita Barton
- Solicitor-Ms. Lauren Gallagher from Rudolph Clarke, LLC
- Solicitor-Mr. Alex Glassman from Rudolph Clarke, LLC
- Authority Director-Mr. David Busch from Keystone Alliance Consulting, Inc.
- Office Admin-Mrs. Lauri Halderson from Keystone Alliance Consulting, Inc.
- Plant Engineer- Mr. Fred Gerloff, from Remington, Vernick and Beach
- Special Project Engineer, Mr. Michael McRee from CKS Engineering, Inc.

ROLL CALL: Mr. Raimondo, Ms. Smith, Mr. Kelly, Mrs. Barton

PUBLIC COMMENT:

None.

APPROVAL OF MINUTES:

The minutes of the August 18, 2014 meeting were reviewed.

A motion was made by Ms. Smith and second by Mrs. Barton to approve the August 18, 2014 meeting minutes as amended.

ROLL CALL: Mr. Raimondo, Ms. Smith, Mr. Kelly, 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. Kelly and second by Mrs. Barton to pay the bills in the amount of \$86,013.99.

ROLL CALL: Mr. Raimondo, Ms. Smith, Mr. Kelly, Mrs. Barton

Motion carried 4-0.

The financial and escrow report was reviewed and discussed with the Board Members.

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

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

SOLICITORS REPORT:

Ms. Gallagher reviewed the Solicitor's written report.

A motion was made by Ms. Smith and second by Mrs. Barton to go into executive session.

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

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

A motion was made by Ms. Smith and second by Mr. Kelly to execute the Agreement as prepared by the Authority Solicitor, between the Authority and Robert Phipps and Elisabeth Sadler ("Property Owners") concerning property located in the Borough of Conshohocken Authority, specifically 453 East 9th Avenue, Conshohocken, tax parcel number 05-00-07225-30-3.

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

A motion was made by Mrs. Barton and second by Mr. Kelly to execute the Contract for Professional Services as prepared by the Authority Solicitor, between the Authority and

Conshohocken Land Development, LLC, concerning the property located at 1104 Maple Street, tax parcel number 05-00-06408-00-4, 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 4-0.

A motion was made by Mrs. Barton and second by Mr. Kelly to authorize David L. Busch, Executive Director, and Stephen Clark, Plant Manager, of the Borough of Conshohocken Authority, to terminate the Authority's current Contract for internet services with Verizon and thereafter execute a Contract with Comcast for internet services upon the approval of the Terms and Conditions by the Authority Solicitor.

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

A motion was made by Ms. Smith and second by Mrs. Barton to execute the Sanitary Sewer Easement as prepared by the Edward J. Hughes, Esquire, attorney for JND Group LLC ("Developer") and reviewed by the Authority Solicitor, between the Authority and Developer concerning property located in the Borough of Conshohocken Authority, specifically 233, 241 243 and 245 East Hector Street, Tax parcel numbers 05-00-05704-00-6, 05-00-05700-00-1, 05-00-05696-00-5, 05-00-05688-10-9, 05-00-05688-11-8, 05-00-05688-12-7, and 05-00-05688-01-3, subject to the payment of all financial obligations and completion all items deemed necessary by the Executive Director.

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

A motion was made by Ms. Smith and second by Mr. Kelly to adopt Resolution No. 2014-03. A resolution of the Borough of Conshohocken Authority, releasing Performance Security submitted to the Authority in the amount of \$50,000 as security for improvements that were part of the a project located at 233, 241, 243 and 245 East Hector Street. JND Group, LLC ("Developer") has completed the required improvements for the project to the satisfaction of the Consulting Engineer and the Authority has accepted dedication of the facilities related to the project.

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

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

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

ENGINEER'S REPORT – REMINGTON, VERNICK & BEACH:

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

A motion was made by Mrs. Barton and second by Mr. Kelly to accept the Proposal for Services, not to exceed \$993.00, to provide professional services for assembling historical as-built plans of the collection system in digital format for the Authority's records.

ROLL CALL: Mr. Raimondo, Ms. Smith, Mr. Kelly, Mrs. Barton

Motion carried 4-0.

A motion was made by Mr. Kelly and second by Mrs. Barton to accept the Proposal for Services, not to exceed \$2,400.00, to provide professional services for updating the Authority's standard construction details as part of the Authority's Rules and Regulations.

ROLL CALL: Mr. Raimondo, Ms. Smith, Mr. Kelly, Mrs. Barton

Motion carried 4-0.

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

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

ENGINEER'S REPORT – CKS Engineers, Inc.:

Mr. Michael McRee reviewed the project status report pertaining to the 2013 Sanitary Sewer Rehabilitation Project.

A motion was made by Mrs. Barton and second by Mr. Kelly to accept 2013 Sanitary Sewer Rehabilitation Project status report.

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

A motion was made by Mr. Kelly and second by Ms. Smith to authorize CKS Engineers, Inc. to design and bid the 2014 Sanitary Sewer Rehabilitation Project with an estimated cost of \$13,000.00.

ROLL CALL: Mr. Raimondo, Ms. Smith, Mr. Kelly, Mrs. Barton

Motion carried 4-0.

A motion was made by Mr. Danek and second by Mrs. Barton to authorize CKS Engineers to bid the Sanitary Sewer Interceptor Cleaning and Video Inspection Project.

ROLL CALL: Mr. Raimondo, Ms. Smith, Mr. Kelly, Mrs. Barton

Motion carried 4-0.

DIRECTOR'S REPORT:
PLANT MANAGER'S REPORT:
COLLECTIONS REPORT:
MAINTENANCE REPORT:

Mr. Busch reviewed the Director's, Plant Manager, Collection and Maintenance written reports.

Mr. Busch reviewed a proposal from Adirondack Energy. At this time, the Board is not interested in this service.

A motion was made by Mr. Kelly and second by Ms. Smith to authorize the Executive Director to move the credit processing from PLIGIT to Municipay pending the Authority Solicitor's review.

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

A motion was made by Mr. Kelly and second by Mrs. Barton to accept the proposal from Michael Dougherty, Doc's Technical Services & Computer Repair, for a new server with installation, in the amount of \$1,330.00.

ROLL CALL: Mr. Raimondo, Ms. Smith, Mr. Kelly, Mrs. Barton

Motion carried 4-0.

A motion was made by Ms. Smith and second by Mr. Kelly to approve the Director's report, Plant Manager report, Collections report and Maintenance report.

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

A motion was made by Mr. Kelly and second by Mrs. Barton to adjourn the meeting at 7:35 p.m.

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

