

BOROUGH OF CONSHOHOCKEN AUTHORITY
AUGUST 22, 2017 MEETING
6:30 PM

The Stated Meeting of the Borough of Conshohocken Authority (“BCA”) was held at the Authority Building on August 22, 2017. The meeting was called to order at 6:36 p.m. followed by a pledge to the flag.

ROLL CALL:

Board members present were: Chairman, Mr. Felix Raimondo; Vice-Chairman, Ms. Carol Smith; and, Secretary, Mrs. Anita Barton. Also present were: Solicitors, Mr. Michael Clarke and Ms. Lauren Gallagher from Rudolph Clarke, LLC; Executive Director, Mr. Stephen Clark; Finance Director, Mrs. Angela Madle Long; and Plant Engineer, Mr. Fred Ebert from Ebert Engineering, Inc. Treasurer, Mr. Kyle Elliott attended via phone. Board Member, Mrs. Janene Reilly was absent.

INVITED GUEST(S):

Mr. Felix Raimondo, Jr. gave a presentation to the Board about his internship this summer at BCA.

PUBLIC COMMENT:

Ms. Ann Kelly, owner, 126 W. 8th Ave, Apt. B, wrote a letter to the Board dated August 1, 2017 requesting the last two quarters of the sewer bill for Apt. B be waived until either a tenant is signed or the water is turned on from the street by Aqua. The Board said they would take her request into consideration and make a decision by the next Board meeting in September.

APPROVAL OF MINUTES:

A motion was made by Ms. Smith, seconded by Mrs. Barton to approve the July 25, 2017 meeting minutes. None opposed. Motion approved 4-0.

FINANCIAL REPORT:

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

A motion was made by Mrs. Barton, seconded by Ms. Smith to approve the bills in the amount of \$169,206.74. None opposed. Motion approved 4-0.

A motion was made by Ms. Smith, seconded by Mrs. Barton to approve the Financial Report. None opposed. Motion approved 4-0.

NEW BUSINESS

SOLICITOR'S REPORT:

The Solicitor's report was reviewed and discussed with the Board Members.

A motion was made by Mrs. Barton, seconded by Ms. Smith, to approve Contract for Professional Services of Daniel Watkins, Amy Sipala and Jonathan Wassell. None opposed. Motion approved 4-0.

A motion was made by Ms. Smith, seconded by Mrs. Barton to approve Tapping Fee Agreement of Daniel Watkins and Amy Sipala. None opposed. Motion approved 4-0.

A motion was made by Ms. Smith, seconded by Mrs. Barton to approve Service and Escrow Agreement of ACL Development (3 Colwell Lane). None opposed. Motion approved 4-0.

A motion was made by Ms. Smith, seconded by Mrs. Barton to accept the Solicitor's report. None opposed. Motion approved 4-0.

PLANT ENGINEER'S REPORT – EBERT ENGINEERING, INC.:

The Plant Engineer's report was reviewed and discussed with the Board Members.

A motion was made by Mrs. Barton, seconded by Ms. Smith to approve a Notice of Intent to award the bid of Eastern Environmental Contractors, LLC for the RBC Train 3C Replacement in the amount of \$2,224,400.00. None opposed. Motion approved 4-0.

A motion was made by Ms. Smith, seconded by Mrs. Barton to accept the Plant Engineer's report. None opposed. Motion approved 4-0.

EXECUTIVE DIRECTOR'S REPORT:

The Executive Director's report was reviewed and discussed with the Board Members.

Mr. Clark updated the Board on the status of the Invoice Cloud implementation. He said Harris Computers has completed the invoice issues fix and the system appears to be correct. Additionally, the West Conshohocken accounts have been uploaded into the Harris system and we are currently in the process of verifying the information in order to move forward and making the data live. Pending any further issues, we anticipate having the West Conshohocken accounts as well as Invoice Cloud live before the next billing cycle.

A motion was made by Ms. Smith, seconded by Mrs. Barton to accept the Executive Director's report. None opposed. Motion approved 4-0.

COLLECTIONS & MAINTENANCE REPORTS:

The Collections and Maintenance reports were reviewed and discussed with the Board Members.

A motion was made by Mrs. Barton, seconded by Ms. Smith to accept the Collections and Maintenance Reports. None opposed. Motion approved 4-0.

ADJOURNMENT:

There being no further business to come before the Board, it was moved by Mrs. Barton, seconded by Ms. Smith all voting “Aye” to adjourn the meeting. None opposed. Motion approved 4-0. Adjournment occurred at 7:29 p.m.

Respectfully submitted,

Angela Madle Long

