

BOROUGH OF CONSHOHOCKEN AUTHORITY
JUNE 26, 2018 MEETING
6:30 PM

The Stated Meeting of the Borough of Conshohocken Authority (“BCA”) was held at the Authority Building on June 26, 2018. The meeting was called to order at 6:35 p.m. followed by a pledge to the flag.

ROLL CALL:

Board members present were: Chair, Mr. Felix Raimondo; Secretary, Mrs. Anita Barton; and, Treasurer, Mr. Kyle Elliott. Also present were: Solicitor 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. Vice-Chair, Ms. Carol Smith; and, Board Member, Mrs. Janene Reilly were absent.

The Solicitor summarized the Executive Session from the prior meeting with regard to discussing personnel matters.

PUBLIC COMMENT:

Mr. Scott Langstein introduced himself as the Board President with The Grande at Riverview. He said he was attending the meeting to find out why the change of the prompt pay discount, increase in sewer rates and to ensure the easement agreement for The Grande at Riverview gets signed as noted on the agenda. Mr. Langstein said they did not receive notification of the sewer rate increase or the change in the prompt pay discount. Mr. Stephen Clark explained that BCA put this information in our Spring 2018 newsletter and all newsletters get mailed along with the bills. He stated BCA also posted the information our website. Mr. Langstein said he may not have received the newsletter since their bills go to a processing center and their processing center most likely does not scan inserts. Mr. Raimondo encouraged Mr. Langstein to share our website with and distribute our newsletters to their residents. Mr. Raimondo further explained that the decision to increase the consumption rate was not taken lightly and it was ultimately decided to continue to offer a prompt pay discount to help lessen the impact of the rate increase. Mr. Langstein said he felt it was unfair to apply the prompt pay discount on an account basis versus an EDU basis and said he would rather it be removed altogether. Mr. Raimondo said the prompt pay discount is an antiquated system and it may be something of the past moving forward.

INVITED GUEST(S):

Bond Counsel Mr. David Nasatir of Obermayer, Rebmann, Maxwell, & Hippel, LLP told the Board the three (3) year draw down period on the 2015 Series loan is expiring in October 2018 and the projects have not all been completed. He said this puts BCA in the position of having to put all of the money down or lose the ability to access the money and putting all of the money down would require BCA to accrue and pay the interest.

This prompted discussion with Vist Bank and they are willing to extend the draw down period by an additional ninety (90) days through January 31, 2019. He further stated the bank has prepared and signed the extension documents and he just needs approval in the form of a resolution.

A motion was made by Mrs. Barton, seconded by Mr. Elliott, all voting "Aye" to approve Resolution 2018-04 to extend the draw down period by a period of ninety (90) days on the 2015 Series loan with Vist Bank. None opposed. Motion approved 3-0.

Mrs. Cathy Seiler from Brinker Simpson & Co., LLC discussed the results of her audit of the 2017 financial statements. She said BCA has come a long way over the last several years and looks good from a financial standpoint. Mrs. Seiler discussed the use of automatic ACH's and the use of a personal credit card to pay for BCA expenses that require a credit card for payment and the Board recommended to discuss these two things at the next finance committee meeting.

A motion was made by Mrs. Barton, seconded by Mr. Elliott, all voting "Aye" to approve the 2017 audit. None opposed. Motion approved 3-0.

APPROVAL OF MINUTES:

A motion was made by Mr. Elliott, seconded by Mrs. Barton, all voting "Aye" to approve the May 22, 2018 meeting minutes. None opposed. Motion approved 3-0.

FINANCIAL REPORT:

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

Mr. Stephen Clark discussed the shut off list of approximately 41 accounts.

A motion was made by Mr. Elliott, seconded by Mrs. Barton to approve the bills in the amount of \$164,257.03. None opposed. Motion approved 3-0.

A motion was made by Mrs. Barton, seconded by Mr. Elliott to approve the Financial Report. None opposed. Motion approved 3-0.

NEW BUSINESS

SOLICITOR'S REPORT:

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

A motion was made by Mr. Elliott, seconded by Mrs. Barton to approve Resolution 2018-05 designating an official Executive Director, Stephen Clarke, to execute all Easement

Agreements between BCA and developers intending to connect to sewer mains. None opposed. Motion approved 3-0.

A motion was made by Mr. Elliott, seconded by Mrs. Barton to approve the Sanitary Sewer Easement and Dedication of Sewer Facilities Agreement for The Grande at Riverview. None opposed. Motion approved 3-0.

A motion was made by Mr. Elliott, seconded by Mrs. Barton to approve Resolution 2018-06 releasing Maintenance Security for The Grande at Riverview pending proof of the recording of the easement and funding of escrow. None opposed. Motion approved 3-0.

A motion was made by Mr. Elliott, seconded by Mrs. Barton to approve the Professional Services Agreement for 215 Ford Street (TJ Acquisitions). None opposed. Motion approved 3-0.

A motion was made by Mr. Elliott, seconded by Mrs. Barton to approve an Easement Agreement for 212 Wood Street (212 Wood Street, LLC). None opposed. Motion approved 3-0.

A motion was made by Mrs. Barton, seconded by Mr. Elliott to approve Resolution 2018-07 amending BCA's Rules & Regulations with respect to Deduct Meters. None opposed. Motion approved 3-0.

A motion was made by Mr. Elliott, seconded by Mrs. Barton to approve Resolution 2018-08 approving the establishment of a new bank account solely for the use of paying payroll. None opposed. Motion approved 3-0.

A motion was made by Mr. Elliott, seconded by Mrs. Barton to approve a Contract for Professional Services for Echo Ridge. None opposed. Motion approved 3-0.

A motion was made by Mrs. Barton, seconded by Mr. Elliott to accept the Solicitor's report. None opposed. Motion approved 3-0.

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 Mr. Elliott, seconded by Mrs. Barton to award a five (5) year sludge hauling contract to Waste Management in the amount of \$680,000.00. None opposed. Motion approved 3-0.

A motion was made by Mrs. Barton, seconded by Mr. Elliott to accept the Plant Engineer's report. None opposed. Motion approved 3-0.

EXECUTIVE DIRECTOR'S REPORT:

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

A motion was made by Mr. Elliott, seconded by Mrs. Barton to accept the Executive Director's report. None opposed. Motion approved 3-0.

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 Mr. Elliott to accept the Collections and Maintenance Reports. None opposed. Motion approved 3-0.

ADJOURNMENT:

There being no further business to come before the Board, it was moved by Mr. Elliott, seconded by Mrs. Barton all voting "Aye" to adjourn the meeting. None opposed. Motion approved 3-0. Adjournment occurred at 8:09 p.m.

The Board went into Executive Session to discuss personnel matters.

Respectfully submitted,

Angela Madle Long

