

**BOROUGH OF CONSHOHOCKEN AUTHORITY
DECEMBER 11, 2018 MEETING
6:04 PM**

The Stated Meeting of the Borough of Conshohocken Authority (“BCA”) was held at the Authority Building on December 11, 2018. The meeting was called to order at 6:04 p.m. followed by a pledge to the flag.

The board met in executive session prior to the meeting to discuss several items of personnel.

ROLL CALL:

Board members present were: Vice-Chair, Ms. Carol Smith; Board Member, Mrs. Janene Reilly; Secretary, Mrs. Anita Barton and Treasurer, Mr. Kyle Elliott. Also present were: Solicitor Ms. Lauren Gallagher from Rudolph Clarke, LLC; Ms. Nicole Feight from Rudolph Clarke, LLC; Executive Director, Mr. Stephen Clark; Finance Director, Mrs. Shannon Stewart and Plant Engineer, Mr. Fred Ebert from Ebert Engineering, Inc. Chair, Felix Raimondo were absent.

PUBLIC COMMENT:

There were no public comments.

INVITED GUEST(S):

Mr. Robert Gundlach of Fox Rothchild, LLP and Mr. Richard Gottlieb of Manatt, Phelps & Phillips, LLP were invited to discuss the SORA West Project in regard to the EDU calculations for the project based on employees rather than square footage.

APPROVAL OF MINUTES:

There were no minutes for approval.

FINANCIAL REPORT:

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

A motion was made by Mrs. Reilly, seconded by Mr. Elliot to approve the bills in the amount of \$50,878.28. None opposed. Motion approved 4-0.

A motion was made by Mr. Elliot, 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 Mrs. Reilly to accept the bid from Steve's Bobcat to fix the main at Echo Ridge. None opposed. Motion approved 4-0.

A motion was made by Mr. Elliot, seconded by Mrs. Reilly to approve the deduct agreement for 191 Washington Street (Residence Inn). None opposed. Motion approved 4-0.

A motion was made by Mrs. Barton, seconded by Mr. Elliot to approve the resolution to amend the rules and regulations decreasing the escrow requirement from \$5,000 to \$3,000. None opposed. Motion approved 4-0.

A motion was made by Mrs. Reilly, seconded by Mrs. Barton to authorize Mr. Ebert to complete as-builts for Parkview Condominiums. None opposed. Motion approved 4-0.

A motion was made by Mr. Elliot, seconded by Mrs. Reilly for a resolution to authorize the release of the bond for Advanced Disposal. None opposed. Motion approved 4-0.

A motion was made by Mrs. Reilly, 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 Mrs. Barton, seconded by Mrs. Reilly for direction for Mr. Ebert to proceed according to the employee count of the office space for SORA West and authorize to enter into the service and escrow agreement with a member of Keystone Entities subject to final approval by Ms. Lauren Gallagher, Mr. Clark and Mr. Ebert. None opposed. Motion approved 4-0.

A motion was made by Mr. Elliot, seconded by Mrs. Barton to accept the 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.

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

COLLECTIONS & MAINTENANCE REPORTS:

The Collections & Maintenance Report was reviewed and discussed with the Board Members.

A motion was made by Mrs. Barton, seconded by Mr. Elliot to accept the Collections & maintenance Report 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 Mrs. Reilly, all voting "Aye" to adjourn the meeting. None opposed. Motion approved 4-0. Adjournment occurred at 7:07 p.m.

Respectfully submitted,

Shannon Stewart

