

BOROUGH OF CONSHOHOCKEN AUTHORITY
April 28, 2020 MEETING
6:32 PM

The Stated Meeting of the Borough of Conshohocken Authority (“BCA”) was held via remote means using the Cisco Webex platform on April 28, 2020. The meeting was called to order at 6:32 PM. The meeting was recorded and posted for public viewing on the Authority’s website.

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

ROLL CALL:

Board members present were: Chair, Ms. Carol Smith; Vice-Chair, Mrs. Janene Reilly; Secretary, Mr. Felix Raimondo, Treasurer, Mr. Kyle Elliott and Board Member, Mrs. Jane Flanagan. Also present were: Solicitor Ms. Lauren Gallagher from Rudolph Clarke, LLC; Ms. Nicole Feight from Rudolph Clarke, LLC; Operations Manager, Mr. Ed Mongan; Finance Director, Mrs. Shannon Stewart and Plant Engineer; Mr. Fred Ebert from Ebert Engineering, Inc.

PUBLIC COMMENT:

No Public Comment.

INVITED GUEST(S):

None

CHAIRPERSON’S MINUTES:

Chair Carol Smith expressed thanks to Authority staff for their effective response to the COVID-19 emergency. Ms. Smith also shared that the garden community expressed its thanks for the Authority’s recent donation, which will allow them to build a new shed.

APPROVAL OF MINUTES:

A motion was made by Mr. Raimondo, seconded by Mrs. Reilly, all voting “Aye” to approve the April 7, 2020 meeting minutes. None opposed. Motion approved 5-0.

FINANCIAL REPORT:

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

A motion was made by Mr. Raimondo, seconded by Mrs. Flanagan to approve the bills in the amount of \$97,592.00. None opposed. Motion approved 5-0.

A motion was made by Mrs. Reilly, seconded by Mr. Raimondo to approve the Financial Report. None opposed. Motion approved 5-0.

NEW BUSINESS

SOLICITOR'S REPORT:

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

A motion was made by Mr. Raimondo, seconded by Mrs. Reilly to approve a resolution to adopt a social distancing policy for the Authority, which memorializes procedures that have already been implemented by staff. None opposed. Motion approved 5-0.

A motion was made by Mr. Raimondo, seconded by Mrs. Flanagan to accept the proposal received from Showalter and Associates for the survey work to be completed at Freedley Square, with costs not to exceed \$4,000.00. None opposed. Motion approved 5-0.

A motion was made by Mr. Raimondo, seconded by Mrs. Reilly to accept the Solicitor's report. None opposed. Motion approved 5-0.

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. Raimondo, seconded by Mrs. Flanagan to accept the Engineer's Report. None opposed. Motion approved 5-0.

OPERATIONS MANAGER'S REPORT:

The Operation Manager's Report was reviewed and discussed with the Board Members.

A motion was made by Mr. Raimondo, seconded by Mrs. Reilly to accept the Operations Manager's Report. None opposed. Motion approved 5-0.

COLLECTIONS & MAINTENANCE REPORTS:

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

The maintenance report for March will be presented and discussed at the May meeting.

A motion was made by Mr. Raimondo, seconded by Mrs. Reilly to accept the Collections & Maintenance Report. None opposed. Motion approved 5-0.

ADJOURNMENT:

There being no further business to come before the Board, it was moved by Mr. Raimondo, seconded by Mrs. Reilly, all voting "Aye" to adjourn the meeting. None opposed. Motion approved 5-0. Adjournment occurred at 7:23 PM.

Respectfully submitted,

Shannon Stewart