

**BOROUGH OF CONSHOHOCKEN AUTHORITY**  
**December 11, 2019 MEETING**  
**6:08 PM**

The Stated Meeting of the Borough of Conshohocken Authority (“BCA”) was held at the Authority Building on December 11, 2019. The meeting was called to order at 6:08 PM followed by a pledge to the flag.

**ROLL CALL:**

Board members present were: Chair, Ms. Carol Smith; Vice-Chair, Mrs. Janene Reilly; Secretary, Mrs. Anita Barton, Treasurer, Mr. Kyle Elliott (via phone) and Board Member, Mr. Felix Raimondo. 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, Plant Engineer; Mr. Fred Ebert from Ebert Engineering, Inc and Mr. Jonathan Vito from Ebert Engineering, Inc.

**PUBLIC COMMENT:**

None.

**INVITED GUEST(S):**

None

**APPROVAL OF MINUTES:**

A motion was made by Mr. Raimondo, seconded by Mrs. Reilly, all voting “Aye” to approve the November 26, 2019 meeting minutes. None opposed. Motion approved 5-0.

**CHAIRMAN MINUTES:**

Chair, Ms. Carol Smith discussed general matters of the borough.

**FINANCIAL REPORT:**

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

A motion was made by Mr. Raimondo, seconded by Mrs. Barton to approve the bills in the amount of \$81,985.00. 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 Mrs. Reilly, seconded by Mrs. Barton to approve the release of performance security and professional escrow for project located at 144 W. 9<sup>th</sup> Avenue (MTB Development LLC). None opposed. Motion approved 5-0.

A motion was made by Mr. Raimondo, seconded by Mrs. Barton to approve the Service and Escrow Agreement for property located at 51 Washington Street subject to final approval from the Solicitor and the Executive Director. None opposed. Motion approved 5-0.

A motion was made by Mrs. Barton, seconded by Mrs. Reilly to approve the Sanitary Sewer Easement Agreement and dedication of sanitary sewer facilities between the Borough of Conshohocken Authority and 51 Washington L Cal LLC subject to final approval from the solicitor's office and the Executive Director. None opposed. Motion approved 5-0.

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

**EXECUTIVE DIRECTOR'S REPORT:**

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

A motion was made by Mrs. Reilly, seconded by Mrs. Barton to approve the proposal from Brinker Simpson & Co. LLC to complete the 2019 Audit. None opposed. Motion approved 5-0.

A motion was made by Mrs. Barton, seconded by Mrs. Reilly to approve an adjustment to the account located at 527 Apple Street due to a water leak. Customer will be billed based on the average for the year. None opposed. Motion approved 5-0.

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

**COLLECTIONS & MAINTENANCE REPORTS:**

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

A motion was made by Mrs. Reilly, seconded by Mrs. Barton 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. Barton, all voting “Aye” to adjourn the meeting. None opposed. Motion approved 5-0. Adjournment occurred at 6:57 PM.

Respectfully submitted,

Shannon Stewart

