

BOROUGH OF CONSHOHOCKEN AUTHORITY
October 27, 2020 MEETING
6:34 PM

The Stated Meeting of the Borough of Conshohocken Authority (“BCA”) was held via remote means using the Cisco Web Ex platform on October 27, 2020. The meeting was called to order at 6:34 PM. The meeting was recorded and posted for public viewing on the Authority’s website.

The board met in executive session at the end of the meeting to discuss several matters of personnel and potential litigation.

ROLL CALL:

Board members present were: Chair, Ms. Carol Smith; Secretary, Mr. Felix Raimondo; Treasurer, Mr. Kyle Elliott and Board Member, Mrs. Jane Flanagan. Vice-Chair, Mrs. Janene Reilly joined the meeting at 6:42 PM. Also present were: Solicitor Mrs. Lauren Gallagher from Rudolph Clarke, LLC; Solicitor Mr. Mike Clarke from Rudolph Clarke, LLC; Operations Manager, Mr. Ed Mongan; Finance Director, Mrs. Shannon Stewart, and Plant Engineer; Mr. Fred Ebert from Ebert Engineering, Inc.

CHAIRPERSON’S MINUTES:

Mrs. Smith discussed the Coronavirus pandemic and gave an update about an active shooter training happening at the Authority.

PUBLIC COMMENT:

None.

INVITED GUEST(S):

Cathy Seiler from Brinker Simpson and Company was invited to discuss the Authority’s budget and revisions to the capital budget.

APPROVAL OF MINUTES:

A motion was made by Mrs. Reilly, seconded by Mr. Elliott, all voting “Aye” to approve the September 22, 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 Mrs. Flanagan, seconded by Mr. Raimondo to approve the bills in the amount of \$100,073.55. None opposed. Motion approved 5-0.

A motion was made by Mrs. Reilly, seconded by Mr. Elliott 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. Elliott, seconded by Mrs. Reilly to approve a resolution accepting the Contract for Professional Services for the project located at 331 W 7th Avenue (DJB Properties, LLC). None opposed. Motion approved 5-0.

A motion was made by Mrs. Flanagan, seconded by Mrs. Reilly to approve a resolution accepting the Service and Escrow Agreement for project located at 203 E 12th Avenue (Ratoskey & Trainor). None opposed. Motion approved 5-0.

A motion was made by Mrs. Reilly, seconded by Mrs. Smith to consider a request the waiver of performance security requirements for SEPTA Train Station project located at 2 Oak Street. None opposed. Motion approved 5-0.

A motion was made by Mrs. Reilly, seconded by Mrs. Flanagan for removal of the sewer account for the Authority's file (meter has been removed: EDU will be lost). After further discussion, Authority staff was directed to conduct additional investigation regarding the request. None opposed. Motion approved 5-0.

A motion was made by Mrs. Reilly, seconded by Mrs. Flanagan authorize Shannon to reimburse the employee's through payroll for the health insurance rebate for 2019. None opposed. Motion approved 5-0.

A motion was made by Mrs. Flanagan, seconded by Mr. Elliott 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. Reilly 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. Elliott, seconded by Mr. Raimondo 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.

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

ADJOURNMENT:

There being no further business to come before the Board, the meeting was adjourned at 8:46 PM.

Respectfully submitted,

Shannon Stewart

