

BOROUGH OF CONSHOHOCKEN AUTHORITY
October 26, 2021 MEETING
6:59 PM

The Stated Meeting of the Borough of Conshohocken Authority (“BCA”) was held at the Authority’s office and via remote means using the Cisco Web Ex platform on October 26, 2021. The meeting was called to order at 6:59 PM.

ROLL CALL:

Board members present were Chair, Mrs. Janene Reilly; Secretary, Mr. Felix Raimondo (via telephone); and Board Member, Mrs. Tina Sokolowski. Also present were Solicitor Mr. Mike Clarke from Rudolph Clarke, LLC; Interim Executive Director, Mr. Terry Fedorchak; Operations Manager, Mr. Ed Mongan; Finance Director, Mrs. Shannon Stewart, and Plant Engineer; Mr. Fred Ebert from Ebert Engineering, Inc. Vice-Chair, Ms. Carol Smith was absent.

A motion was made by Mr. Raimondo, seconded by Mrs. Reilly to recess the board meeting until October 28, 2021 at 1:30 PM. None opposed. Motion approved 3-0.

The Stated Meeting of the Borough of Conshohocken Authority (“BCA”) was called back to order at 1:30 PM on October 28, 2021.

ROLL CALL:

Board members present were Chair, Mrs. Janene Reilly; Vice-Chair, Ms. Carol Smith; Secretary, Mr. Felix Raimondo; and Board Member, Mrs. Tina Sokolowski. Also present were Solicitor Mr. Mike Clarke from Rudolph Clarke, LLC; Interim Executive Director, Mr. Terry Fedorchak; Operations Manager, Mr. Ed Mongan; Finance Director, Mrs. Shannon Stewart, and Plant Engineer; Mr. Fred Ebert from Ebert Engineering, Inc.

PUBLIC COMMENT:

None.

INVITED GUEST(S):

None.

The board meet in executive session to discuss personnel matters and matters related to collective bargaining agreements. Executive session ended at 2:04 PM.

Consideration to Waive Responsible Contractors Requirement for Liner Project

Mr. Ebert discussed that the Responsible contract requirement was not included in the Bid Documents. Fred explained that the board had two options

1. Put the Projects out to bid again including the Responsible Contractor Requirement
2. Waive the Responsible Contractor Requirement

A motion was made by Mr. Raimondo, seconded by Mrs. Reilly to waive the Responsible Contractor Requirement for the 3 Liner Projects. None opposed. Motion approved 4-0.

APPROVAL OF MINUTES:

A motion was made by Mrs. Sokolowski, seconded by Ms. Smith, all voting "Aye" to approve the September 28, 2021 meeting minutes. None opposed. Motion approved 4-0.

FINANCIAL REPORT:

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

IBX Rebate

Mrs. Stewart discussed the rebate received from Independence Blue Cross and how to distribute the rebate to the employees.

A motion was made by Mr. Raimondo, seconded by Ms. Smith to reduce the employee's medical deduction by the amount of the refund in their next check. None opposed. Motion approved 4-0.

\$4 Prompt Pay Discount

The board discussed that the prompt pay discount and how it affects each account type. The board discussed exploring other options to help the residents going forward.

A motion was made by Mrs. Sokolowski, seconded by Ms. Smith to sunset the \$4 prompt pay discount as of January 1, 2022. None opposed. Motion approved 4-0.

A motion was made by Mr. Raimondo, seconded by Ms. Smith to approve the bills in the amount of \$128,424.20. None opposed. Motion approved 4-0.

Mr. Raimondo asked about negative escrow balances. Mr. Ebert stated that he spoke with the investor for the Echo Ridge Project about the negative balance.

A motion was made by Mr. Raimondo, seconded by Mrs. Sokolowski to accept 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.

Deed of Dedication 3 Colwell Lane

A motion was made by Mr. Raimondo, seconded by Ms. Smith to approve a resolution accepting the deed of dedication of Public Sewer Improvements for facilities located at 3 Colwell Lane. None opposed. Motion approved 4-0.

Deed of Dedication 203 E 12th Avenue

A motion was made by Mr. Raimondo, seconded by Ms. Smith to approve a resolution accepting the deed of dedication of Public Sewer Improvements of facilities located at 203 E 12th Avenue. None opposed. Motion approved 4-0.

A motion was made by Ms. Smith, seconded by Mrs. Sokolowski 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.

Mr. Ebert discussed the following matters:

- 400 W Elm Street (Corson Street)
- Electrical Substation Feasibility Study
- Sludge Dewatering Building and Pilot Tests
- The Plant and how it is reacting to the drastic temperature fluctuations
- 51 Washington Street Project
- SORA West Project
- 203 E 12th Avenue Project

A motion was made by Ms. Smith, seconded by Ms. Reilly to accept the Engineer's Report. None opposed. Motion approved 4-0.

OPERATIONS MANAGER'S REPORT:

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

Mr. Mongan discussed the following matters:

- New Hire for Plant Operator Position
- 1Mark System for PA One Calls

Poplar Sanitary Sewer Main Upgrade

Mr. Mongan discussed that the sewer line on poplar street is only a 5" cast iron pipe. The Borough is going to digging up the road to replace the underground storm sewer pipes and asked if the board would like to upgrade the sewer pipe while they have the street open. Mr. Mongan is going to put the project out to bid for installation only. The bids will have an opening date before the November meeting and intent to award at the November meeting.

A motion was made by Ms. Smith, seconded by Mrs. Sokolowski to accept the Operations Manager'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 Ms. Smith, seconded by Mrs. Reilly to accept the Collections & Maintenance Report. None opposed. Motion approved 4-0.

INTERIM EXECUTIVE DIRECTOR'S REPORT:

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

Mr. Fedorchak discussed the following matters:

Loan Refinancing

Mr. Fedorchak stated that Chris Gibbons advised him that the Authority will have to pay \$133,654.85 in order to keep the refinancing transaction at \$10,000,000. This allows the refinancing to be considered bank qualified, saving the Authority several thousand dollars in issuance costs had we been required to sell bonds.

A motion was made by Mr. Raimondo, seconded to by Mrs. Sokolowski to approve a wire transfer in the amount of 133,654.85 to Peoples Security Bank and Trust Company. None opposed. Motion approved 4-0.

Mr. Fedorchak suggested a special meeting on November 16, 2021 at 6:30 to discuss the 2022 Budget. The Board Agreed.

Mrs. Reilly suggested changing the date of the December meeting to December 14, 2021 at 6:00 PM. The Board Agreed.

Capital Plan

Mr. Fedorchak presented the long-range Capital Plan to the Board. A copy of the Plan is attached to the minutes. Mr. Ebert then reviewed the capital plan with the Board. Mr. Fedorchak will submit a draft to Plymouth Township by November 1st as required by the 2017 Agreement and the capital budget will be discussed again at the November 16th meeting.

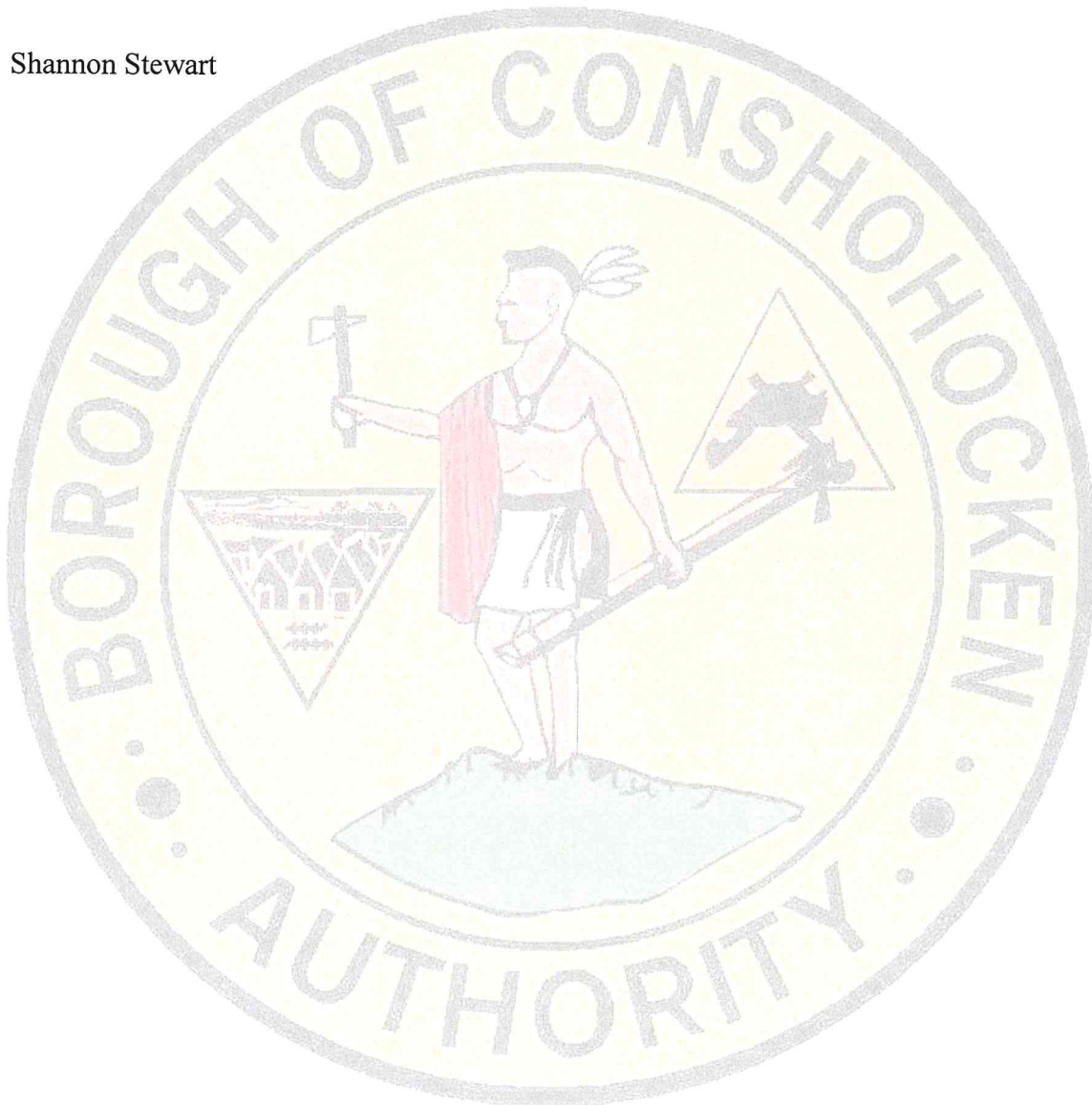
A motion was made by Mr. Raimondo, seconded by Ms. Smith to accept the Interim Executive Director's Report. None opposed. Motion approved 4-0.

ADJOURNMENT:

There being no further business to come before the Board, it was moved by Ms. Smith, seconded by Mrs. Reilly, all voting "Aye" to adjourn the meeting. None opposed. Motion approved 4-0. Adjournment occurred at 3:49 PM.

Respectfully submitted,

Shannon Stewart



10/26/2021 Draft

Cost of CONSHOCH
TY TOTAL CAPITAL
Collection System