

BOROUGH OF CONSHOHOCKEN AUTHORITY
February 22, 2022 MEETING
6:32 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 February 22, 2022. The meeting was called to order at 6:32 PM.

Mrs. Reilly welcomed Ms. Aparna Chhibber, Mr. George Bass and Mr. Brent Wagner to the board.

ROLL CALL:

Board members present were Chair, Mrs. Janene Reilly; Vice-Chair, Ms. Carol Smith; Board Member, Ms. Aparna Chhibber and Board Member, Mr. George Bass. Also present were Solicitor Ms. Lauren Gallagher from Rudolph Clarke, LLC; Interim Executive Director, Mr. Brent Wagner; Operations Manager, Mr. Ed Mongan; Finance Director, Mrs. Shannon Stewart, and Plant Engineer; Mr. Fred Ebert from Ebert Engineering, Inc. Secretary, Mrs. Tina Sokolowski absent.

PUBLIC COMMENT:

None.

INVITED GUEST(S):

None.

APPROVAL OF MINUTES:

A motion was made by Mr. Bass, seconded by Ms. Smith, three voting “Aye” to approve the January 25, 2022 meeting minutes. Ms. Chhibber abstained. Motion approved 3-1.

DICUSSION ON MEETING FORMAT

The board decided to continue to hold hybrid meetings in the Authority’s office allowing the public to participate remotely.

PLANT ENGINEER’S REPORT – EBERT ENGINEERING, INC.:

The Plant Engineer’s Report was reviewed and discussed with the Board Members.

Chapter 94 Report

Mr. Ebert gave a through analysis of the Chapter 94 report for 2021. Mr. Ebert discussed the Infiltration & Inflows and the flow numbers with the board. Mr. Ebert also gave examples of other plants so the board could see how the Authority’s numbers compare. Mr. Ebert also

discussed the potential new connections in the coming years and who they will affect the Chapter 94 Report and plant capacity in the future.

Mr. Ebert also discussed the following matters:

- Electrical Switchgear Recommendations - Keystone Engineering Group will do a presentation in March with their findings
- Influent Pump Station Control Upgrades
- Chlorine System Upgrade
- Poplar Street Project – applied for HOP permit from the Borough
- 51 Washington is flowing and being billed
- SORA West – videoed and found a couple of voids in the pipes that need to be repaired
- Echo Ridge
- Seven Tower Bridge

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

Mrs. Sokolowski arrived at 7:13 P.M.

FINANCIAL REPORT:

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

A motion was made by Ms. Smith, seconded by Mrs. Reilly to approve the bills in the amount of \$88,373.95. None opposed. Motion approved 5-0.

Ms. Stewart discussed the RFP for Auditor. The board decided to wait and send out an RFP for Auditor at a later date and use Brink Simpson LLC for the 2021 Audit, asking for more detail in the invoices.

A motion was made by Ms. Sokolowski, seconded by Mr. Bass to accept 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.

Contract for Professional Services 901 Washington Street

A motion was made by Mrs. Reilly, seconded by Ms. Chhibber to accept the Contract for Professional Services for the project located at 901 Washington Street (developer: RiverHomes, LLC). None opposed. Motion approved 5-0.

Service and Escrow Agreement 901 Washington Street

A motion was made by Ms. Smith, seconded by Mr. Bass to accept the Service and Escrow Agreement for the project located at 901 Washington Street (developer: RiverHomes, LLC). None opposed. Motion approved 5-0.

A motion was made by Ms. Chhibber, seconded by Mrs. Sokolowski to accept the Solicitor's report. None opposed. Motion approved 5-0.

OPERATIONS MANAGER'S REPORT:

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

Mr. Mongan discussed the following matters:

- LIWAP Program to Assist Customers – The Authority is now a vendor, and the residents can apply

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

INTERIM EXECUTIVE DIRECTOR'S REPORT:

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

Mr. Wagner discussed the following matters:

- Plant operations and suggested bringing in a coach
- Collections system and stated the Authority needs to spend more time with preventative maintenance on the system
- PA One Calls and possibly hiring a contractor to handle the calls for the Authority
- Belt Filter Press
- Sludge Levels in Plant are going down
- Chlorine and suggesting getting rid of Chlorine gas at the plant
- Changed dumpsters from 20-yard dumpsters to 30-yard dumpsters
- Cleaning up the site - removing all the recyclable metal, labeling the pipes around the plant and painting
- Meet with Borough and suggested that the Authority be at the table at all meetings for development projects happening within the borough
- Plant will be operating at full capacity in the near future and there will be no backup and having inventory for spare parts that may be needed around the plant

A motion was made by Ms. Smith, seconded by Ms. Chhibber to accept the Interim Executive Director's Report. None opposed. Motion approved 5-0.

ADJOURNMENT:

There being no further business to come before the Board, it was moved by Ms. Smith, seconded by Ms. Chhibber, all voting "Aye" to adjourn the meeting. None opposed. Motion approved 5-0. Adjournment occurred at 8:12 PM.

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

Respectfully submitted,

Shannon Stewart

