

BOROUGH OF CONSHOHOCKEN AUTHORITY
January 24, 2023 MEETING
6:38 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 January 24, 2023. The meeting was called to order at 6:38 PM.

ROLL CALL:

Board members present were Chair, Mrs. Janene Reilly; Vice-Chair, Ms. Carol Smith; Secretary, Ms. Tina Sokolowski; Board Member, Mr. George Bass and Board Member, Ms. Aparna Chhibber. Also present were Solicitor Mr. Mike Clarke 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.

REORGANIZATION:

A motion was made by Ms. Smith, seconded by Ms. Sokolowski to nominate Ms. Janene Reilly for Chair of the Authority Board. None opposed. Motion Approved 5-0.

A motion was made by Ms. Sokolowski, seconded by Ms. Reilly to nominate Ms. Carol Smith for Vice Chair of the Authority Board. None opposed. Motion approved 5-0.

A motion was made by Ms. Smith, seconded by Ms. Chhibber to nominate Ms. Tina Sokolowski for Secretary of the Authority Board. None opposed. Motion approved 5-0.

A motion was made by Ms. Chhibber, seconded by Ms. Reilly to nominate Mr. George Bass for Treasurer of the Authority Board. None opposed. Motion approved 5-0.

A motion was made by Ms. Reilly, seconded by Mr. Bass to nominate Rudolph Clarke, LLC as Solicitor of the Authority and Ebert Engineering, Inc as Consulting Engineer of the Authority consistent with the terms of their reappointment letters. None opposed. Motion approved 5-0.

A motion was made by Mr. Bass, seconded by Ms. Smith to schedule the monthly board meetings for the fourth Tuesday of the month at 6:30 P.M. at Borough Hall with a virtual option. None opposed. Motion approved 5-0.

PUBLIC COMMENT:

22 Nathan Place

Mr. Tomasulo, owner of property located at 22 Nathan Place, West Conshohocken stated that he was disappointed with the Board’s decision on not issuing a credit for the outstanding overage of water usage received from AQUA causing the sewer bill to increase. He feels that it was a rare circumstance and believes a credit was warranted. Ms. Reilly and Mr. Ebert explained that it

was determined that the water went through the system and needed to be treated, therefore the Authority can not issue a credit.

INVITED GUEST(S):

None.

APPROVAL OF MINUTES:

A motion was made by Mr. Bass, seconded by Ms. Reilly, all voting “Aye” to approve the December 13, 2022 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 Ms. Sokolowski, seconded by Ms. Chhibber to approve the bills in the amount of \$828,871.27, this bill list includes \$173,714.20 for December 2022 and \$655,157.07 for January 2023. None opposed. Motion approved 5-0.

Ms. Reilly asked about the escrow balance for the Echo Ridge Development and Tower Bridge Association.

A motion was made by Ms. Sokolowski, seconded by Ms. Reilly 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 for 124 W 1st Avenue

A motion was made by Ms. Chhibber, seconded by Ms. Smith to accept the Contract for Professional Services for project located at 124 W. 1st Avenue (EELI, LLC). None opposed. Motion approved 5-0.

Employment Agreements with Authority Personnel

A motion was made by Mr. Bass, seconded by Ms. Reilly to accept the 2023 Employment Agreements for Edward Mongan, Shannon Stewart, and Linda Uccelletti. None opposed Motion approved 5-0.

A motion was made by Mr. Bass, seconded by Ms. Chhibber 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.

Mr. Ebert discussed the following matters:

- Chapter 94 Reports will be presented to the Board in February and explained what will be included
- Liner Project should be complete by the end of January for all phases
- Influent Pump Station Upgrade
- H2O Grant for Electrical Upgrades submitted December 20, 2022
 - The Authority should consider having the design proposal started by Keystone Engineering Group which the Board agreed so we have it ready
 - Plymouth Township will need to be notified
- SORA West failed testing for the second time
- Seven Tower Bridge manhole received a liner and working on scheduling final inspection
- SEPTA Project easement updated
- 720 Spring Mill – manhole is made of brick; Ebert Engineering made the developer aware that they may have to replace with a new manhole with a precast manhole and a letter was sent.

A motion was made by Mr. Bass, seconded by Ms. Chhibber to accept the Engineer'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:

- Chapter 94 information and MIPP Report information sent to Ebert Engineering, Inc.
- Diffusers in both Digesters have been replaced

Mr. Wagner discussed that the Authority is taking seed from other plants to help break down the sludge.

A motion was made by Ms. Chhibber, seconded by Ms. 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.

Ms. Smith asked about the status of PA One Calls.

A motion was made by Ms. Reilly, seconded by Mr. Bass 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

- Caselle Project Upgrade
- Server Upgrade
- Administrative Staff moving to Borough Hall

Employee #106

A motion was made by Ms. Reilly, seconded by Mr. Bass to terminate employee #106. None opposed. Motion approved 5-0.

A motion was made by Ms. Chhibber, seconded by Ms. Reilly 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. Reilly, seconded by Ms. Chhibber, all voting "Aye" to adjourn the meeting. None opposed. Motion approved 5-0. Adjournment occurred at 7:42 PM.

Respectfully submitted,

Shannon Stewart

