

BOROUGH OF CONSHOHOCKEN AUTHORITY
August 22, 2023 MEETING
6:35 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 August 22, 2023. The meeting was called to order at 6:35 PM.

ROLL CALL:

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

PUBLIC COMMENT:

None

INVITED GUEST(S):

None.

APPROVAL OF MINUTES:

A motion was made by Ms. Sokolowski, seconded by Ms. Smith, all voting “Aye” to approve the July 25, 2023 meeting minutes. None opposed. Motion approved 3-0.

FINANCIAL REPORT:

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

A motion was made by Ms. Smith, seconded by Ms. Sokolowski to approve the bills in the amount of \$125,817.04. None opposed. Motion approved 3-0.

Employee Medical Plan Renewal

Ms. Stewart discussed the employee medical renewal and recommended staying with the current plan with a 1.48% crease, the Board agreed.

A motion was made by Ms. Sokolowski, seconded by Ms. Smith to accept the Financial Report. None opposed. Motion approved 3-0.

NEW BUSINESS

SOLICITOR'S REPORT:

The Solicitor's report was reviewed and discussed with the Board Members.

Escrow Release – 901 Washington Street

A motion was made by Ms. Smith, seconded by Ms. Reilly to accept the resolution to release professional escrow for the project located at 901 Washington Street (River Homes, LLC). None opposed. Motion approved 3-0.

Escrow Release – 7 Tower Bridge

A motion was made by Ms. Sokolowski, seconded by Ms. Smith to accept the resolution to release professional escrow and reduce performance security to satisfy maintenance security requirement for the project located at 110 Washington Street (Sevent Tower Bridge Development LLC). None opposed. Motion approved 3-0.

Ms. Reilly asked for an update on the litigation and Ms. Sokolowski asked for an update on the East 9th Avenue Easements.

A motion was made by Ms. Smith, seconded by Ms. Sokolowski to accept the Solicitor's report. None opposed. Motion approved 3-0.

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 matter:

- Meeting with Plymouth on 2022 Flow
- H2O Grant still scheduled for September 18th
- 2023 Sludge Bid will need to be advertised in the local paper
- SORA West final inspection will be scheduled for August 27 or August 30th

A motion was made by Ms. Smith, seconded by Ms. Sokolowski to accept the Engineer's Report. None opposed. Motion approved 3-0.

OPERATIONS MANAGER'S REPORT:

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

A motion was made by Ms. Sokolowski, seconded by Ms. Smith to accept the Operations Manager's Report. None opposed. Motion approved 3-0.

COLLECTIONS & MAINTENANCE REPORTS:

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

A motion was made by Ms. Sokolowski, seconded by Ms. Reilly to accept the Maintenance Report. None opposed. Motion approved 3-0.

INTERIM EXECUTIVE DIRECTOR'S REPORT:

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

Mr. Wagner discussed the following items:

- The Authority ordered a paint sprayer and will begin repainting the plant starting with the Primary Tanks.
- Meeting with Plymouth on 2022 Flows and Capital Budget
- 2024 draft budget should be ready for September
- 2023 Sludge Bid
- Stormwater Fee and Community Outreach

Savatree Penalty Fee Waiver

Mr. Wagner discussed waiving the penalty fee for the June 2023 Bill.

A motion was made by Ms. Smith, seconded by Ms. Reilly to approve the waiver of the penalty fee for the June 2023 bill in the amount of \$180.21. None opposed. Motion approved 3-0.

HRG Proposal for Stormwater Materials

A motion was made by Ms. Smith, seconded by Ms. Sokolowski to authorize HRG to prepare Stormwater materials for public outreach. None opposed. Motion approved 3-0.

HRG Retainer Agreement

A motion was made by Ms. Smith, seconded by Ms. Reilly to approve the retainer agreement for HRG to be the engineer for Stormwater. None opposed. Motion approved 3-0.

EXECUTIVE SESSION

The Board met in executive session to discuss matters of potential litigation and personnel.

A motion was made by Ms. Sokolowski, seconded by Ms. Smith to accept the Interim Executive Director's Report. None opposed. Motion approved 3-0.

ADJOURNMENT:

There being no further business to come before the Board, it was moved by Ms. Smith seconded by Ms. Sokolowski, all voting "Aye" to adjourn the meeting. None opposed. Motion approved 3-0. Adjournment occurred at 8:14 PM.

Respectfully submitted,

Shannon Stewart