

BOROUGH OF CONSHOHOCKEN AUTHORITY
December 13, 2023 MEETING
6:05 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 December 13, 2023. The meeting was called to order at 6:05 PM.

ROLL CALL:

Board members present were Chair, Ms. Janene Reilly; Secretary, Ms. Tina Sokolowski; Treasurer, Mr. George Bass and Board Member, Ms. Aparna Chhibber. Also, present were Solicitor, Mr. Michael Clarke 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. absent

PUBLIC COMMENT:

Ms. Chris Bertino of W 6th Avenue stated that property owners received an undated newsletter titled stormwater utility fee being developed. Starting in April of 2024 property owners will be paying \$10 a month or \$30 a quarter, which is \$120 per year. She attended the public meeting on December 7. She wanted to learn how the sewer authority to going to address stormwater collection and maintenance. A representative from HRG conducted a presentation showing how Conshohocken was going to meet the requirements of the MS4 Program by building a basin at Sutcliffe Park. She believes that meeting this requirement will in no way address the stormwater runoff problems incurred by the residents of Conshohocken. It simply meets the minimum requirements of the MS4 program. Ms. Bertino questioned the appointment of HRG and the billing system implementation. Ms. Bertino stated that a basin in Sutcliffe does absolutely nothing to address the problems I heard last week from the east side residents of the floods that pour down their properties near the old Hale Pump Company and questioned whether alternative solutions had been proposed. Ms. Bertino questioned the definition of a single-family home dwelling, as it is different than the insurance industry. Ms. Bertino asked for a copy of the public presentation. Ms. Bertino questioned the Authority’s transparency.

Joy Manas spoke about attending the public meeting and parking concerns. Ms. Manas stated that she is under the impression that this meeting to approving the stormwater fee, what is the point of the January meeting.

Mr. Clarke said what is on the agenda tonight is to potentially update the authority’s rules and regulations to allow for this fee to be imposed and to update the fee schedule to allow this fee to be imposed but it is not going to be official until Borough Council acts and it is our understanding the Borough Council will not act until their January meeting.

Ms. Manos questioned her ability to pay the increased fees.

Jane Garbacz from Sutcliffe Lane stated that she came to the meeting because people said to that the new sewer fee it because of everyone from Sutcliffe Lane, but it is not.

INVITED GUEST(S):

None

APPROVAL OF MINUTES:

A motion was made by Ms. Chhibber, seconded by Mr. Bass, all voting “Aye” to approve the November 28, 2023 meeting minutes. None opposed. Motion approved 4-0.

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 \$94,593.96. None opposed. Motion approved 4-0.

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

Change from Interim Executive Director to Executive Director.

A motion was made by Ms. Sokolowski, seconded by Ms. Reilly to change Mr. Wagner’s title from Interim Executive Director to Executive Director. None opposed. Motion approved 4-0.

Amendment of Rules and Regulations to provision related to Stormwater

In the packet there is a credits and appeals manual put together by Mr. Erb, Mr. Wagner and Ms. Gallagher. This will allow that beginning in January residents will be able to apply for appeals and credits as soon as the transfer happens from the Borough. This will allow for one rain barrel for each account. These rules and regulations can be amended as we go through the process. The credits and appeals process need to be implemented now.

A motion was made by Ms. Sokolowski, seconded by Mr. Bass to approve a resolution to approve a resolution amending the Authority's Rules and Regulations to adopt provisions related to Stormwater collection and maintenance. None opposed. Motion approved 4-0.

Amendment to Authority's Fee Schedule

A motion was made by Mr. Bass, seconded by Ms. Reilly to approve a resolution amending the Authority's fee Schedule for when Stormwater is transferred from the Borough. None opposed. Motion approved 4-0.

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

- 720 Spring Mill – there is a section in the project that does not meet the requirements, Ebert Engineering asked for new survey, but we can't accept the pipe as is. These are properties that are already occupied.
- The H2O grant will be announced at the January 2024, no meeting date is set
- Capital Budget – preparing Memo for Brent with Methodology
- Chapter 94 Report – there will be a different methodology for the presentation due to all the new apartments added in the last year

Ms. Sokolowski asked if there are different types of metrics that can be used?

Mr. Ebert explained that there is a required metric that should be used for the Chapter 94, there is a metric per EDU, there is a metric per linear foot of sanitary sewer mains, there are a bunch of metrics that he looks at but he does a hybrid or different metrics. He gets that data then analyzes that data.

A motion was made by Ms. Chhibber, 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:

- Renovation of Primary Room – meters were installed this week and the sump pumps and scheduled to be installed any day now. remainder of the Equipment was pushed back to January 18th.

- Submitted the information for the Traveler's Insurance policy for Renewal February 1, 2024

A motion was made by Mr. Bass, seconded by Ms. 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. Sokolowski, seconded by Ms. Reilly to accept the Collections and Maintenance Report. None opposed. Motion approved 4-0.

EXECUTIVE DIRECTOR'S REPORT:

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

Selective Insurance – Flood

A motion was made by Ms. Sokolowski, seconded by Mr. Bass to accept the renewal of the Authority's Flood Insurance with Selective Insurance. None opposed. Motion approved 4-0.

Colony Specialty Insurance – Worker's Compensation

A motion was made by Ms. Chhibber, seconded by Mr. Reilly to accept the renewal of the Authority's Worker's Compensation Insurance with Colony Specialty Insurance. None opposed. Motion approved 4-0.

Plymouth Contract Amendment – Major Capital vs Minor Capital

A motion was made by Ms. Sokolowski, seconded by Ms. Reilly to approve the Plymouth Contract Amendment for Major vs Minor Capital. None opposed. Motion approved 4-0.

Stormwater Update

Mr. Wagner stated that this has been a long process, that during the discussion the rate was reduced from \$16 down to \$10 a month as directed by the board.

Ms. Reilly stated that she appreciates everyone's efforts in the process, and we tried our very best. It's not easy to initiate a fee, we recognize that. None of us enjoy that. We all put the needs of the community as well as the government requirement as well as the wishes of the community members.

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

Ms. Sokolowski stated that she wanted to say a big thank you to Ms. Reilly, tonight would be her last sewer authority meeting. The public was very fortunate to have an advocate like you on the sewer authority board. Do know that this team has big shoes to fill, and you aren't going far.

Ms. Reilly stated that she values the experience, our board and the community and is proud of all the work we have done that she contributed to over the years. She is not leaving Conshohocken and would be willing to come back in the future to this board or any position in Conshohocken.

ADJOURNMENT:

There being no further business to come before the board a motion was made by Ms. Sokolowski, seconded by Ms. Chhibber to adjourn the meeting at 7:35 PM.

Respectfully submitted,

Shannon Stewart

