

**BOROUGH OF CONSHOHOCKEN AUTHORITY**  
**May 28, 2024 MEETING**  
**6:31 PM**

The Stated Meeting of the Board of Directors of the Borough of Conshohocken Authority (“BCA”) was held at the Authority’s office and via remote means using the Zoom platform on May 28, 2024. The meeting was called to order at 6:31 PM.

**ROLL CALL:**

Board members present were Chair, Ms. Tina Sokolowski; Secretary/Treasurer, Ms. Aparna Chhibber; Board Member Ms. Christine Bertino and Board Member, Mr. Jack Ambler. Also present were Solicitor Ms. Nicole Feight from Rudolph Clarke, LLC: Executive Director, Mr. Brent Wagner; Finance Director, Ms. Shannon Stewart, and Plant Engineer; Mr. Fred Ebert from Ebert Engineering, Inc. Vice Chair, Mr. George Bass and Operations Manager, Mr. Ed Mongan were absent.

**EXECUTIVE SESSEION:**

The board met in executive session on April 23, 2024 following the meeting to discuss matters of personnel.

The board met in executive session on May 9, 2024 to discuss matters of personnel for the collective bargaining agreement.

**PUBLIC COMMENT:**

None.

**INVITED GUEST(S):**

None.

**APPROVAL OF MINUTES:**

A motion was made by Mr. Ambler, seconded by Ms. Chhibber, all voting “Aye” to approve the April 23, 2024 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. Bertino, seconded by Ms. Chhibber to approve the bills in the amount of \$312,520.34. None opposed. Motion approved 4-0.

Mr. Wagner mentioned that the bill list was slightly higher this month due to a \$200,000 payment to the Borough for the Memorandum of Understanding and Municipal Services Agreement.

Ms. Stewart let the board know that Brinker Simpson LLC has begun the 2023 Audit. Ms. Stewart explained that even though Plymouth came in early, we had to make two adjustments for the Plymouth Settlement before the audit could begin.

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

#### **Resolution – 400 W Elm Street Reduction of Performance Security to Maintenance Security**

A motion was made by Mr. Ambler, seconded by Ms. Chhibber to approve the resolution authorizing reduction of performance security to satisfy maintenance security requirement for 400 W Elm Street in accordance with rules and regulations with the resolution to reflect the 15% in the amount of \$2,327.95. None opposed. Motion approved 4-0.

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

#### **Updated Proposal Electrical Upgrades – Keystone Property Group**

A motion was made by Ms. Chhibber, seconded by Mr. Ambler to authorize the executive director to sign the updated proposal from Keystone Property Group for the electrical upgrades at the plant dated May 23, 2024. None opposed. Motion approved 4-0.

Mr. Ebert discussed the following matters:

- Liner Project Phases 2-3 – Contractor is coming back to correct the issues just waiting for a crew to be available
- SORA West down to final project, they have to install a liner over the lateral that was abandoned which is scheduled for Thursday night.
- 720 Spring Mill – The developer responded to letter sent, decided to upgrade the pipe to 10 in pipe rather than 8 in pipe.

A motion was made by Ms. Chhibber, seconded by Mr. Ambler 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. Wagner discussed the following matters:

- Ed will be attending a seminar in Oklahoma in June

- Met with two potential firms that may assist the authority with future endeavors with the biosolids.
- Down 60% in sludge hauling, with only 3 loads a month in the last 3 months, Mr. Wagner and Mr. Ebert discussed trying to eventually be able to produce Class A Sludge.

A motion was made by Ms. Bertino, seconded by Ms. Chhibber 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. Chhibber, seconded by Mr. Ambler to accept the Collections & 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.

Mr. Wagner discussed the following:

- The primary pump station project should be complete by the end of June.
- Doing more research on the finances and budget to make a more informed decision for the collective bargaining agreement.

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

### **OLD BUSINESS**

None.

### **ADJOURNMENT:**

There being no further business to come before the Board, it was moved by Ms. Chhibber, seconded by Mr. Ambler, all voting "Aye" to adjourn the meeting. None opposed. Motion approved 4-0. Adjournment occurred at 7:11 PM.

Respectfully submitted,

Shannon Stewart