

BOROUGH OF CONSHOHOCKEN AUTHORITY
July 23, 2024 MEETING
7:01 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 July 23, 2024. The meeting was called to order at 7:01 PM.

ROLL CALL:

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

EXECUTIVE SESSEION:

The Board met in executive session following the June 25, 2024 Meeting to discuss matters of personnel.

The Board met in executive session prior to this meeting to discuss matters of personnel and legal matters.

PUBLIC COMMENT:

Ms. Linda Fazio resident of the Borough of Conshohocken expressed her concerns about the stormwater fees assessed to borough residents. She stated that Mr. Erb and she had a good discussion and explained her concerns. Norristown’s stormwater fee is \$110 a year. Ms. Fazio wanted to know where the money is going and Mr. Erb explained it is in a separate fund with the Authority, she has a french drain, retaining wall 30-foot evergreen, and a stone driveway. She believes that the stormwater fee is a hardship to her and other residents.

INVITED GUEST(S):

None.

APPROVAL OF MINUTES:

A motion was made by Ms. Bertino, seconded by Ms. Chhibber, all voting “Aye” to approve the June 25, 2024 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 Mr. Ambler, seconded by Ms. Chhibber to approve the bills in the amount of \$111,847.69. None opposed. Motion approved 5-0.

Ms. Stewart explained that PECO is having problems with their system, three of the bills from PECO that have not been billed, PECO is working to fix the problem.

Fixed Assets

Ms. Stewart discussed that she discussed the fixed asset threshold with Major and Mastro. Major and Mastro was suggested \$5,000 or \$10,000 and a life span of more than 1 year.

A motion was made by Ms. Bertino, seconded by Mr. Bass to increase the fixed asset threshold from \$1,000 to \$10,000 with a life span of more than 1 year back to January 1, 2024. None opposed. Motion approved 5-0.

Mr. Ambler asked about Connection Fees and if we have any projections. Ms. Stewart, Ms. Sokolowski and Mr. Ebert explained that connection fees come up when a new development is proposed, and those dollars can only be used for specific projects.

Ms. Sokolowski asked about the monthly highlights and outstanding items from the solicitor's office. Ms. Stewart gave a few examples of outstanding items and Mr. Clarke said he will check on the responses.

A motion was made by Ms. Chhibber, 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.

Appraisal – Indian Valley Appraisal Company

Mr. Clarke explained that we had a previous appraisal from Indian Valley Appraisal Company for 5 Colwell Lane matter, but with all the time that has past and the market fluctuation the Authority needs a new appraisal to move forward. This proposal and the yield study from Gilmore & Associates the Authority can proceed.

A motion was made by Mr. Ambler, seconded by Ms. Bertino to approve the proposal from Indian Valley Appraisal for valuation services not to exceed \$4,700 with Litigation support and testimony to be billed at \$300 per hour. None opposed. Motion approved 5-0.

Resolution – Matson Mill Apartments 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

project located at 110 Washington Street (Developer: High Street Conshohocken II, LLC). None opposed. Motion approved 5-0.

Resolution – 124-126 W. 1st Avenue Releasing Professional Services Escrow and Performance Security

A motion was made by Ms. Bertino, seconded by Mr. Bass to approve the resolution authorizing the release of professional escrow and performance security for the project located at 124-126 W 1st Avenue (Developer: EELI, LLC). None opposed. Motion approved 5-0.

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

Change Order – Insituform Technologies, LLC

Mr. Ebert discussed a change order request from Insituform reducing the change order from 141,000 to \$70,000. The board directed Mr. Ebert to deny the change order request for not submitting timely change order request, finish the punch list work and we are closing out the contract.

Mr. Ebert discussed the following matters:

- Keystone Engineering Group wants to do site visit August 1, August 7, or August 8 to go over design for electrical upgrade
- 720 Spring Mill – The developer is planning to fix the main in August
- 401-433 Washington Street – approved plans for 598 units

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

Heraeus Permit Renewal

The renewal for the MIPP permit was discussed with the board. Mr. Ambler asked where we get the limits for the permit and Mr. Ebert explained the limits are based on compliance requirements that are provided to us by the EPA based on codes. Mr. Ambler asked how frequently they test, Mr. Ebert explained that they are tested quarterly but don't always discharge.

A motion was made by Mr. Ambler, seconded by Mr. Bass to approve the renewal of the 3-year Municipal Industrial Pretreatment Program (MIPP) Permit. None opposed. Motion approved 5-0.

Funfest Sponsorship

A motion was made by Ms. Chhibber, seconded by Ms. Bertino to approve \$1,000 to the Conshohocken Funfest. None opposed. Motion approved 5-0.

Mr. Wagner discussed the following matters:

- Wet Testing will be done next month

A motion was made by Ms. Chhibber, seconded by Ms. Bertino 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. Bertino, seconded by Mr. Ambler to accept the Collections & Maintenance Report. None opposed. Motion approved 5-0.

EXECUTIVE DIRECTOR'S REPORT:

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

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

OLD BUSINESS

None.

ADJOURNMENT:

There being no further business to come before the Board, it was moved by Ms. Bertino, seconded by Mr. Ambler, all voting "Aye" to adjourn the meeting. None opposed. Motion approved 5-0. Adjournment occurred at 7:44 PM.

Respectfully submitted,

Shannon Stewart