

BOROUGH OF CONSHOHOCKEN AUTHORITY
August 27, 2024 MEETING
6:32 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 August 27, 2024. The meeting was called to order at 6:32 PM.

ROLL CALL:

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

EXECUTIVE SESSEION:

None:

PUBLIC COMMENT:

None.

INVITED GUEST(S):

None.

APPROVAL OF MINUTES:

A motion was made by Ms. Bertino, seconded by Ms. Chhibber, all voting “Aye” to approve the July 23, 2024 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. Chhibber, seconded by Mr. Bass to approve the bills in the amount of \$239,943.97. None opposed. Motion approved 5-0.

IBX Health Insurance Renewal

Ms. Stewart discussed the renewal options for the plan year 10/1/2024 – 9/30/2025. Ms. Stewart recommended staying with the same plan with an increase of \$1,402.44 a year.

A motion was made Ms. Chhibber, seconded by Ms. Bertino to approve the IBX renewal for Plan year 10/1/2024 – 9/30/2025. None opposed. Motion approved 3-0.

Ms. Stewart also discussed the ACH Portal for processing accounts payable payments and the Draft 2025 Budget which were both pushed to the September meeting.

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

Service and Escrow Agreement - 401-433 Washington Street

Service and escrow agreement for 401-433 Washington Street was discussed with the, Ms. Gallagher explained that t

A motion was made by Mr. Bass, seconded by Ms. Chhibber to approve the service and escrow agreement for project located at 401-433 Washington Street, Conshohocken. (Developer: KRE Acquisition Corp. and Pulte Group, Inc) subject to the changes for the signors and the provision they can reserve capacity for 2 years with us notifying them in new developers come up to see if they want to pay their tapping fees at that time. None opposed. Motion approved 3-0.

Contract for Professional Services – 1030 Riverview Lane

A motion was made by Ms. Chhibber, seconded by Ms. Bertino to approve the contract for Professional Services for project located at 1030 Riverview Lane, West Conshohocken (Developer: Thomas Andrew Homes, Inc.). None opposed. Motion approved 3-0.

Mr. Bass asked about the Stormwater Rules and Regulations and the definition of best management Practices. Ms. Gallagher and Mr. Ebert explained that it is a DEP defined term.

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

- Reduction of Performance Security for Matson Mill Apartments
- Payment request #3 to Insituform to close out the grant in the amount of \$18,330.50
- Keystone Engineering Group kickoff meeting, did a tour and design has begun
- Added updates to report showing where we are with the project (Maintenance Periods, inspections)
- 720 Spring Mill – still waiting on the contractor to fix the slope of the pipe
- 401-433 Washington Street – received easement and approved plans
- SEPTA Train Station finally received approved record drawings

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

Mr. Wagner discussed the following matters:

- Primary Clarifiers back up and running properly
- Influent flow meter going in the next two weeks
- Funfest
- Newsletter for September Bills
- PRWA asked if the Authority could hold their meeting in May next year

Ms. Bertino asked if we have educational information readily available to hand out and if we could add more educational information to the website.

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

EXECUTIVE DIRECTOR'S REPORT:

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

Mr. Wagner discussed the following matters:

- 2025 Draft Budget
- Invited to Borough Council Meeting September 18, 2024 to talk about stormwater
- Sludge continues to be lower than previous years, working on proposals for Class A and Class B
- Still looking for Utility Person

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

OLD BUSINESS

None.

ADJOURNMENT:

There being no further business to come before the Board, it was moved by Ms. Bertino, seconded by Ms. Chhibber, all voting "Aye" to adjourn the meeting. None opposed. Motion approved 3-0. Adjournment occurred at 7:08 PM.

Respectfully submitted,

Shannon Stewart