

**BOROUGH OF CONSHOHOCKEN AUTHORITY**  
**November 19, 2024 MEETING**  
**6:30 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 November 19, 2024. The meeting was called to order at 6:30 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 Ms. Nicole Feight from Clarke Gallagher Barbiero Amuso & Glassman Law; Executive Director, Mr. Brent Wagner; Finance Director, Ms. Shannon Stewart, Operations Manager Mr. Ed Mongan, and Plant Engineer; Mr. Blake Romanowski from Ebert Engineering, Inc.

**EXECUTIVE SESSION:**

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 October 22, 2024 meeting minutes. None opposed. Motion approved 5-0.

**FINANCIAL REPORT:**

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

**2025 Flood Insurance Renewal – Selective Insurance Company**

Ms. Stewart discussed the renewal received from Selective Insurance Company in the amount of \$2,666.00, no increase from last year.

Mr. Ambler asked about the stormwater bills that were paid for 2<sup>nd</sup> and 3<sup>rd</sup> Quarter at the same time. Ms. Stewart explained the invoices and how they will be paid as the Authority receives the money.

A motion was made by Mr. Ambler, seconded by Mr. Bass to approve the bills in the amount of \$312,779.52. None opposed. Motion approved 5-0.

A motion was made by Mr. Bass, seconded by Ms. Bertino to accept the Financial Report. None opposed. Motion approved 5-0.

## **NEW BUSINESS**

### **SOLICITORS REPORT:**

The Solicitor's report was reviewed and discussed with the Board Members. The Solicitor did not present any items requiring Board action this month.

A motion was made by Mr. Ambler, seconded by Ms. Chhibber to accept the Solicitor's report. None opposed. Motion approved 5-0.

### **PLANT ENGINEERS REPORT – EBERT ENGINEERING, INC.:**

The Plant Engineer's Report was reviewed and discussed with the Board Members.

Mr. Romanowski also discussed the following matters:

- Schedule for the Low Voltage Switch Gear Upgrade at the Treatment Plant
- 720 Spring Mill is completed

Ms. Sokolowski asked about the timeline on grants, when the work needs to be completed and if we should be looking for other subsidy grants for the future. Mr. Romanowski confirmed that grants include completion deadlines and Ebert Engineering is engaged in ongoing review for future grants.

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

- Influent flow meter installed
- Open Projects – 4 projects nearing completion
- Poo and Brew Tour attracted 34 attendees
- EPWPCOA meeting and hosting the EPWPCOA meeting in May 2025
- The staff Holiday Party will be on December 20, 2024 at 12 PM.

A motion was made by Mr. Ambler, seconded by Mr. Bass to accept the Operations Manager's Report. None opposed. Motion approved 5-0.

### **EXECUTIVE DIRECTOR'S REPORT:**

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

- Stormwater – had first quarterly meeting with Borough, will meet quarterly

- Mr. Ambler and Mr. Bass asked about Capital Improvement projects. Mr. Wagner explained capital reserves will not be available until 2027 but offered to provide a list of prospective projects to Board Members.
- PA One Calls – Borough and Authority are working together to select the same provider

AFSCME Union Contract – 2025 – 2029

Mr. Wagner discussed the union contract changes with the board.

A motion was made by Ms. Chhibber, seconded by Mr. Bass to approve the union AFSCME Union Contract for 2025-2029. None opposed. Motion approved 5-0.

2025 Budget

Mr. Wagner discussed the 2025 Budget with the board.

A motion was made by Ms. Bertino, seconded by Mr. Ambler to approve the 2025 Budget. None opposed. Motion approved 5-0.

A motion was made by Mr. Bass, seconded by Ms. Chhibber to accept the 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. Chhibber, seconded by Ms. Bertino, all voting "Aye" to adjourn the meeting. None opposed. Motion approved 5-0. Adjournment occurred at 7:02 PM.

Respectfully submitted,

Shannon Stewart

