

BOROUGH OF CONSHOHOCKEN AUTHORITY
March 25, 2025 MEETING
6:41 PM

The Stated Meeting of the Borough of Conshohocken Authority (“BCA”) was held at the Authority’s office and via remote means using the Zoom platform on March 25, 2025. The meeting was called to order at 6:41 PM.

ROLL CALL:

Board members present were Chair, Ms. Tina Sokolowski; Vice Chair, Mr. George Bass; Secretary, Mr. Jack Ambler and Treasurer, Ms. Christine Bertino and Aparna Chhibber; Board Member (via zoom). Also present were Solicitor Ms. Nicole Feight from Clarke Gallagher Barbiero Amuso & Glassman; Executive Director, Mr. Brent Wagner; Operations Manager, Mr. Ed Mongan;, and Plant Engineer; Mr. Fred Ebert from Ebert Engineering, Inc and Finance Director, Ms. Shannon Stewart.

EXECUTIVE SESSION:

The board met in an executive session following the meeting to discuss matters of potential litigation.

PUBLIC COMMENT:

None.

INVITED GUEST(S):

None.

APPROVAL OF MINUTES:

A motion was made by Ms. Bertino, seconded by Mr. Ambler, all voting “Aye” to approve the February 25, 2025 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 Mr. Bass to approve the bills in the amount of \$113,798.81 for March 2025. None opposed. Motion approved 5-0.

Ms. Stewart went over the monthly highlights, explained that Mr. Rick Orloff would be out on March 28, 2025 to work on the Plymouth Audit. Ms. Stewart also mentioned that she added 2 EFT to test the ACH portal this month, if all goes well we will add more next month, reducing

the physical checks. A motion was made by Ms. Bertino, seconded by Mr. Ambler to approve the Finance Director's Monthly Highlights. None opposed. Motion approved 5-0.

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

A motion was made by Mr. Bass, 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.

Mr. Ebert discussed the following matters:

- Chapter 94 Report
- Liner Project
- Influent Pump Station and Electrical Upgrade

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

Mr. Mongan discussed putting the old jet truck up for auction on Municibid. A motion was made by Mr. Bass, seconded by Mr. Ambler to put the old jet truck up for auction on Municibid. None opposed. Motion approved 5-0.

Mr. Mongan also discussed the following matters:

- GreenFest
- Hosting EPWCOA Meeting May 16th

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

Mr. Wagner discussed the following matters:

- Offer letter sent to potential new hire from Thadeus Stephens Job Fair
- PECO Grants

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

Ms. Bertino asked where we were at with cyber security. Ms. Stewart explained that we received two quotes, but they still need to be reviewed. The board discussed having a risk assessment done before we make any decision.

ADJOURNMENT:

There being no further business to come before the Board, it was moved by Mr. Ambler, seconded by Mr. Bass, all voting "Aye" to adjourn the meeting. None opposed. Motion approved 5-0. Adjournment occurred at 7:40 PM.

Respectfully submitted,

Shannon Stewart

