

**BOROUGH OF CONSHOHOCKEN AUTHORITY**  
**June 24, 2025 MEETING**  
**6:31 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 June 24, 2025. The meeting was called to order at 6:31 PM.

**ROLL CALL:**

Board members present were Chair, Ms. Tina Sokolowski; Vice Chair, Mr. George Bass (via phone); Secretary, Mr. Jack Ambler; Treasurer, Ms. Christine Bertino and Board Member, Aparna Chhibber. Also present were Solicitor Mr. Mike Clarke 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 personnel.

**PUBLIC COMMENT:**

None.

**INVITED GUEST(S):**

Cathy Seiler from Brinker Simpson was invited to discuss the 2024 Audit with the Board Members. Ms. Seiler went through the audit report and governance letters with the Board.

A motion was made by Ms. Bertino, seconded by Mr. Chhibber to approve the 2024 Financial Statement Audit. None opposed 5-0.

**APPROVAL OF MINUTES:**

A motion was made by Mr. Ambler, seconded by Ms. Bertino, all voting “Aye” to approve the May 27, 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 \$111,430.52 for June 2025. None opposed. Motion approved 4-0.

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

- Influent Pump Station
  - Influent pump Station design scheduled to be 90% complete in June
  - Prepare bid specs in August
  - Public Bidding in September
  - Award of Bid in October
- Electrical Upgrade
  - Design and cost estimate are complete, engineer's estimate
  - Bid Documents in July and asking for authorization to be at July Authority Meeting
  - Bidding from August 15<sup>th</sup> to September 15<sup>th</sup>
  - Make an award at the September Board Meeting
  - Contracts in October
  - Order Materials in November to be delivered in June 2026
  - They may request a 20% downpayment before ordering materials

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

#### **2025 Funfest Sponsorship**

Mr. Mongan discussed sponsorship for the 2025 Funfest

A motion was made by Mr. Ambler, seconded by Ms. Chhibber to donate \$1,000 to Borough of Conshohocken for the 2025 Funfest Sponsorship. None opposed. Motion approved 5-0.

Mr. Ebert discussed the following matters:

- Resident reached out, stating their lateral is connected to neighbor, they want to separate the lateral and asked to have the connection fee waived since they are currently paying sewer
- New hire and intern started on June 16<sup>th</sup> and are adapting well

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:

- Started working on 2026 Budget – Sewer and Stormwater
- 16 E 1<sup>st</sup> avenue – Daniel's Restaurant asked for discount due to flood
  - The board decided to defer payment until the business is back up and running

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

#### **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 7:42 PM.

Respectfully submitted,

Shannon Stewart