

**MINUTES OF THE
STATED MEETING
JUNE 20, 2013**

The Stated Meeting of the Borough of Conshohocken Authority was held at the Authority Building on June 20, 2013 and called to order at 6:40 PM by Mr. Felix Raimondo. The Meeting was opened with the Pledge of Allegiance and an Invocation.

PRESENT WERE: Chairman-Mr. Felix Raimondo, Vice-Chairman-Mrs. Bernadette Wallace, Secretary- Mr. Mark Danek, Treasurer- Mrs. Carol Smith, Board Member- Mr. Matthew Kelly, Solicitor-Mr. Mike Clarke from Rudolph, Clarke & Kirk, LLC, Authority Director-Mr. David Busch & Office Administrator-Mrs. Lauri Halderson from Keystone Alliance, Plant Manager-Mr. Stephen Clark, and Plant Engineer- Mr. Fred Gerloff.

ROLL CALL: Mr. Raimondo, Mrs. Wallace, Ms. Smith, Mr. Danek
Mr. Matthew Kelly arrived at 7:00

PUBLIC COMMENT:

No public Present.

APPROVAL OF MINUTES:

The minutes of the May 16, 2013 meeting were reviewed.

A motion was made by Mrs. Wallace and second by Ms. Smith to approve the May 16, 2013 meeting minutes.

ROLL CALL: Mr. Raimondo, Mrs. Wallace, Ms. Smith, Mr. Danek
Motion carried 4-0.

2012 AUDIT PRESENTATION:

The 2012 Financial Statement was presented to the Board by Mrs. Cathy Seiler of G3 of PA LLC. No significant findings were indicated as part of the audit process.

A motion was made by Mrs. Wallace and second by Mr. Danek to approve the 2012 Financial Statement as presented by G3 of Pa LLC.

ROLL CALL: Mr. Raimondo, Mrs. Wallace, Ms. Smith, Mr. Danek, Mr. Kelly
Motion carried 5-0.

INTERVIEW OF ENGINEERING FIRMS:

The Authority Board interviewed potential Engineering firms for the Collection Systems upgrade. The project cost is approximately \$1.2 million. The following three engineering firms were interviewed;

- CKS Engineers Inc.
- Entech Engineering
- Gilmore & Associates

Each engineering firm made a presentation to the board. Based on these presentations, a motion was made by Mr. Kelly and second by Mr. Danek to award special engineering services to CKS Engineer, Inc. for the Collections Systems upgrade project contingent upon a satisfactory reference check.

ROLL CALL: Mr. Raimondo, Mrs. Wallace, Ms. Smith, Mr. Danek, Mr. Kelly
Motion carried 5-0.

FINANCIAL REPORT:

The vendor bill list was reviewed and discussed with the Board Members.

A motion was made by Mr. Danek and second by Mr. Kelly to pay the bills in the amount of \$126,902.57.

ROLL CALL: Mr. Raimondo, Mrs. Wallace, Ms. Smith, Mr. Mullen, Mr. Danek
Motion carried 5-0.

The Financial Report was reviewed and discussed with the Board Members.

A motion was made by Ms. Smith and second by Mr. Danek to approve the Financial Report.

ROLL CALL: All voted yes. Motion carried 5-0.

SOLICITORS REPORT:

Mr. Clarke reviewed the Solicitor's written report.

A motion was made by Mrs. Wallace and second by Mr. Danek to accept Solicitors Report.

ROLL CALL: All voted yes. Motion carried 5-0.

ENGINEER’S REPORT – REMINGTON, VERNICK & BEACH:

Mr. Fred Gerloff reviewed the engineer’s written report.

Mr. Gerloff discussed the sludge bid results. Last Month a notice of Intent to Award was made to Advanced Disposal Services for a 5 Year contract in the amount of \$442,500. The 30 day review process is now complete.

A Motion was made by Mr. Danek and second by Mrs. Wallace to award a 5 Year Sludge contract to Advanced Disposal Services in the amount of \$442,500.

ROLL CALL: Mr. Raimondo, Mrs. Wallace, Ms. Smith, Mr. Danek, Mr. Kelly
Motion carried 5-0.

Mr. Gerloff discussed the progress of the West 4th Avenue project. The Sewer main extension is complete. The Contractor is finishing up grass and lawn restorations. A motion was made by Ms. Smith and second by Mr. Danek to approve payment in the amount of \$29,101.50 for a portion of the work completed to date.

ROLL CALL: Mr. Raimondo, Mrs. Wallace, Ms. Smith, Mr. Danek, Mr. Kelly
Motion carried 5-0.

A motion was made by Ms. Smith and second by Mr. Danek to accept Engineer’s Report from Remington, Vernick & Beach.

ROLL CALL: All voted yes. Motion carried 5-0.

DIRECTOR’S REPORT:

Mr. Busch reviewed his written report.

Mr. Busch discussed the Borough Council wanting a meeting with the Authority. The Borough Council will attend the Authority meeting scheduled for July 18, 2013.

Mr. Busch discussed the rate modification. A letter will be included in the 2nd Quarter billing detailing the rate modification and the effective date of the change.

Mr. Busch discussed a management training program held at the North Penn Water Authority and conducted by the American Water Works Association. Mr. Busch

suggested that the training would be beneficial to Mr. Stephen Clark. The Board agreed. Mr. Clark will be attending the training.

A motion was made by Mrs. Wallace and second by Mr. Danek to approve the Authority Director's Report.

ROLL CALL: All voted yes. Motion carried 5-0.

PLANT MANAGER'S REPORT:

Mr. Clark discussed the May odor complaint in the Borough. Mr. Clarke indicated the locations on a Borough map.

A motion was made by Mr. Danek and second by Mrs. Wallace or to accept the Plant Manager's Report.

ROLL CALL: All voted yes. Motion carried 5-0.

COLLECTIONS REPORT:

A motion was made by Mr. Danek and second by Mr. Kelly to accept the Collections Report.

ROLL CALL: All voted yes. Motion carried 5-0.

MAINTENANCE REPORT:

A motion was made by Mr. Danek and second by Mr. Kelly to accept the Maintenance Report.

ROLL CALL: All voted yes. Motion carried 5-0.

A motion was made by Mr. Danek and second by Mrs. Wallace to adjourn the meeting at 9:37 p.m.

ROLL CALL: All voted yes. Motion carried 5-0.