

**MINUTES OF THE
STATED MEETING
November 20, 2014**

The Stated Meeting of the Borough of Conshohocken Authority was held at the Authority Building on November 20, 2014 and called to order at 6:45 PM by Mr. Felix Raimondo.

The Meeting was opened with the Pledge of Allegiance and an Invocation.

PRESENT WERE:

- Chairman-Mr. Felix Raimondo
- Treasurer- Mrs. Carol Smith
- Board Member- Mrs. Anita Barton
- Solicitor-Mr. Michael Clarke from Rudolph Clarke, LLC
- Solicitor-Ms. Lauren Gallagher from Rudolph Clarke, LLC
- Authority Director-Mr. David Busch from Keystone Alliance Consulting, Inc.
- Office Admin-Mrs. Lauri Halderson from Keystone Alliance Consulting, Inc.
- Plant Engineer- Mr. Fred Gerloff, from Remington, Vernick and Beach
- Special Project Engineer, Mr. Michael McRee from CKS Engineering, Inc.

ROLL CALL: Mr. Raimondo, Ms. Smith, Mrs. Barton

PUBLIC COMMENT:

None.

APPROVAL OF MINUTES:

The minutes of the October 13, 2014 special meeting were reviewed.

A motion was made by Mrs. Barton and second by Ms. Smith to approve the October 13, 2014 special meeting minutes..

ROLL CALL: Mr. Raimondo, Ms. Smith, Mrs. Barton

Motion carried 3-0.

APPROVAL OF MINUTES:

The minutes of the October 16, 2014 meeting were reviewed.

A motion was made by Mrs. Barton and second by Ms. Smith to approve the October 16, 2014 meeting minutes..

ROLL CALL: Mr. Raimondo, Ms. Smith, Mrs. Barton

Motion carried 3-0.

FINANCIAL REPORT:

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

A motion was made by Ms. Smith and second by Mrs. Barton to pay the bills in the amount of \$137,440.14.

ROLL CALL: Mr. Raimondo, Ms. Smith, Mrs. Barton

Motion carried 3-0.

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

A motion was made by Mrs. Barton and second by Ms. Smith to accept the Financial Report.

ROLL CALL: All voted yes. Motion carried 3-0.

SOLICITORS REPORT:

Mr. Clarke reviewed the Solicitor's written report.

A motion was made by Ms. Smith and second by Mrs. Barton to accept Solicitors Report.

ROLL CALL: All voted yes. Motion carried 3-0.

ENGINEER'S REPORT – REMINGTON, VERNICK & BEACH:

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

A motion was made by Mrs. Barton and second by Ms. Smith to accept the proposal for the NPDES Permit Renewal in the amount not to exceed \$11,850.00.

ROLL CALL: Mr. Raimondo, Ms. Smith, Mrs. Barton

Motion carried 3-0.

A motion was made by Ms. Smith and second by Mrs. Barton to accept the Engineer's Report from Remington, Vernick & Beach.

ROLL CALL: All voted yes. Motion carried 3-0.

ENGINEER'S REPORT – CKS Engineers, Inc.:

Mr. Michael McRee reviewed the project status report pertaining to the 2014 Sanitary Sewer Rehabilitation Project.

Mr. McRee discussed the Sanitary Sewer System Rehabilitation Projected, Interceptor Cleaning and Video Inspection bid results. A motion was made by Mrs. Barton and second by Ms. Smith to issue the Notice of Intent to Award to Video Pipe Services in the amount of \$53,455.50, pending the thirty (30) day review period.

ROLL CALL: Mr. Raimondo, Ms. Smith, Mrs. Barton

Motion carried 3-0.

A motion was made by Ms. Smith and second by Mrs. Barton to accept the CKS proposal for Additional Geographic Information System (GIS) services in the amount of \$15,980.00.

ROLL CALL: Mr. Raimondo, Ms. Smith, Mrs. Barton

Motion carried 3-0.

A motion was made by Mrs. Barton and second by Ms. Smith to accept the Engineer's Report from CKS Engineers, Inc.

ROLL CALL: All voted yes. Motion carried 3-0.

DIRECTOR'S REPORT:

Mr. Busch reviewed his written report.

A joint meeting was held with West Conshohocken Municipal Waste Authority (WCMA), Plymouth Township and Conshohocken Authority to discuss the Five (5) year Capital plan. WCMA and Plymouth Township are concerned with both the cost associated with the Draft Capital Plan as well as the timing of each project. They have requested copies of the Odor study for their review.

A motion was made by Mrs. Barton and second by Ms. Smith to accept the Odor Study as presented by Webster Environmental.

ROLL CALL: All voted yes. Motion carried 3-0.

Mr. Busch discussed the current Dental plan as it relates to the Union Contract. Employees are currently covered to a maximum dental coverage of \$1,000.00. The union contract requires coverage to \$2,000.00. The Board Authorized Mr. Busch to sign the renewal to the Dental plan to include coverage to \$2,000.00. The annual cost increase to the plan is \$661.80.

A motion was made by Ms. Smith and second by Mrs. Barton to approve the Authority Director's Report.

ROLL CALL: All voted yes. Motion carried 3-0.

PLANT MANAGER'S REPORT:

COLLECTIONS REPORT:

MAINTENANCE REPORT:

Mr. Clark discussed the written reports.

Mr. Clark discussed a number of billing accounts requesting credits. It was decided by the board that there would be no credits issued for accounts with active water service and no flow. The service charge is the cost to provide service to the home, regardless of water use.

Mr. Clark discussed a property that was vacation with a burst water pipe. The homeowner provided water use indicating no use prior to the break or after the break. In addition the homeowner provided invoices from the plumber indicating the repairs to the property. The board approved a reimbursement to the homeowner as the bill has been paid in full.

Mr. Clark discussed an account that paid the account in full after the lien was filed by the Authority. After reviewing the account it was determined that the payment was applied after the lien filing in error. The Board authorized removing the legal and lien fees.

A motion was made by Ms. Smith and second by Mrs. Barton to accept the Plant Manager's Report, Collections Report and Maintenance Reports.

ROLL CALL: All voted yes. Motion carried 3-0.

A motion was made by Mrs. Barton and second by Ms. Smith to adjourn the meeting into executive session at 8:20 p.m.

ROLL CALL: All voted yes. Motion carried 3-0.

