

**BOROUGH OF CONSHOHOCKEN AUTHORITY**  
**JANUARY 26, 2016 MEETING**  
**6:30 PM**

The Stated Meeting of the Borough of Conshohocken Authority was held at the Authority Building on January 26, 2016. The meeting was called to order at 6:41 p.m. followed by a pledge to the flag.

**ROLL CALL:**

Board members present were: Chairman, Mr. Felix Raimondo; Vice-Chairman, Ms. Carol Smith; Secretary, Mrs. Anita Barton; Treasurer, Mr. Kyle Elliott; Board Member, Mrs. Janene Reilly. Also present were: Solicitor, Ms. Lauren Gallagher from Rudolph Clarke, LLC; Executive Director, Mr. Stephen Clark; Ms. Angela Madle, Finance Director; and, Plant Engineers, Mr. Fred Gerloff and Ms. Tania Stutzman from Remington, Vernick and Beach.

**REORGANIZATION:**

**ELECTION OF OFFICERS**

Lauren Gallagher began the reorganization with the election of the Board Chair.

A motion was made by Ms. Smith and seconded by Mrs. Barton to nominate Felix Raimondo as Board Chair. None opposed. Motion approved 5-0.

A motion was made by Mr. Raimondo and seconded by Mr. Elliott to nominate Carol Smith as Board Vice-Chair. None opposed. Motion approved 5-0.

A motion was made by Mrs. Reilly and seconded by Ms. Smith to nominate Anita Barton as Board Secretary. None opposed. Motion approved 5-0.

A motion was made by Mr. Raimondo and seconded by Ms. Smith to nominate Kyle Elliott as Board Treasurer. None opposed. Motion approved 5-0.

**APPOINTMENT OF PROFESSIONALS**

The Board reviewed the request for Reappointment from the Professionals.

A motion was made by Mr. Raimondo and seconded by Ms. Smith to appoint Michael Clarke and Lauren Gallagher of Rudolph Clarke, LLC as the Authority Solicitors. None opposed. Motion approved 5-0.

A motion was made by Mr. Raimondo and seconded by Mrs. Barton to appoint Fred Gerloff of Remington, Vernick & Beach as the Authority Engineer. None opposed. Motion approved 5-0.

**ESTABLISHMENT OF MEETING DATES**

A motion was made by Mr. Elliott and seconded by Ms. Smith to establish the monthly board meeting for the Authority on the 4<sup>th</sup> Tuesday of each month at 6:30 p.m. at the Authority office located at 601 E. Elm Street, Conshohocken, PA. None opposed. Motion approved 4-0.

This concludes the Re-organization portion of the meeting.

**PUBLIC COMMENT:**

None.

**APPROVAL OF MINUTES:**

A motion was made by Mrs. Barton, seconded by Ms. Smith, all voting “Aye” to approve the December 17, 2015 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 Ms. Smith, seconded by Mrs. Reilly to approve the bills in the amount of \$94,058.78. None opposed. Motion approved 5-0.

The Board discussed the Authority issuing monthly checks to Board Members in the amount of \$100.00 until the Solicitor can confirm the correct amount.

A motion was made by Mrs. Barton, seconded by Mr. Elliott to approve the Financial Report. None opposed. Motion approved 5-0.

**INVITED GUEST(S):**

None.

**NEW BUSINESS**

**SOLICITOR’S REPORT:**

The Solicitor’s report was reviewed and discussed with the Board Members.

A motion was made by Mrs. Barton, seconded by Mr. Elliott to approve Resolution 2016-01 for the 2016 Fee Schedule. None opposed. Motion approved 5-0.

A motion was made by Mrs. Reilly, seconded by Ms. Smith to approve Resolution 2016-02 for the updated Rules & Regulations. None opposed. Motion approved 5-0.

A motion was made by Mrs. Barton, seconded by Mr. Elliott to approve Resolution 2016-03 for approving the release of Performance Security in amount of \$117,000.00 for the Parkview Condominium project. None opposed. Motion approved 5-0.

Ms. Lauren Gallagher commented that the Pennsylvania Municipal Authorities Association is holding the 2016 Board Member Training for Eastern PA on Thursday, March 10, 2016 from 9:00 a.m. to 2:00 p.m. at The Center at Holiday Inn Lehigh Valley, 7736 Adrienne Drive, Breinigsville, PA 18031 if anyone would like to attend.

The Board went into Executive Session to discuss litigation and potential litigation matters.

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

**PLANT ENGINEER'S REPORT – REMINGTON, VERNICK & BEACH:**

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

A motion was made by Mrs. Barton, seconded by Ms. Smith to approve a Notice of Intent to Award to Eastern Environmental Contractors, Inc. in amount of \$2,044,400.00. None opposed. Motion approved 5-0.

A motion was made by Mrs. Reilly, seconded by Ms. Smith to approve the proposal for preparation and submission of a "small project" Chapter 106 Permit. None opposed. Motion approved 5-0.

A motion was made by Mrs. Barton, seconded by Mrs. Reilly to approve the proposal for preparation and submission of the Annual Chapter 94 Report. None opposed. Motion approved 5-0.

A motion was made by Mrs. Reilly, seconded by Mrs. Barton to approve a sewer survey for the existing sewer lines which run between E. 8<sup>th</sup> Avenue and E. 9<sup>th</sup> Avenue. None opposed. Motion approved 5-0.

A motion was made by Ms. Smith, seconded by Mrs. Reilly to accept the Plant Engineer'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. A motion was made by Mrs. Reilly, seconded by Mr. Elliott to accept the Brinker Simpson Proposal to conduct a 2015 audit. None opposed. Motion approved 5-0. A motion was made by Ms. Smith, seconded by Mrs. Reilly to accept the Private Utility Enterprises, Inc. Proposal for Wastewater Consulting services from January 28, 2016 to February 4, 2016. None opposed. Motion approved 5-0.

Volunteers for the Authority Finance Committee are Ms. Carol Smith and Mrs. Janene Reilly.

A motion was made by Ms. Smith, seconded by Mr. Elliott to accept the Executive Director's report. Mrs. Barton left meeting temporarily to take a phone call. None opposed. Motion approved 4-0.

**COLLECTIONS REPORT:**

The Collection’s report was reviewed and discussed with the Board Members.

A motion was made by Mr. Elliott, seconded by Ms. Smith to accept the Collection’s Report. None opposed. Motion approved 4-0.

**MAINTENANCE REPORT:**

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

A motion was made by Mrs. Reilly, seconded by Mr. Elliott to accept the Maintenance Report. None opposed. Motion approved 5-0.

**ADJOURNMENT:**

There being no further business to come before the Board, it was moved by Mr. Elliott, seconded by Ms. Smith, all voting “Aye” to adjourn the meeting. None opposed. Motion approved 5-0. Adjournment occurred at 8:17 p.m.

Respectfully submitted,

Angela C. Madle