

**BOROUGH OF CONSHOHOCKEN AUTHORITY
JANUARY 24, 2017 MEETING
6:30 PM**

The Stated Meeting of the Borough of Conshohocken Authority (“BCA”) was held at the Authority Building on January 24, 2017. The meeting was called to order at 6:46 p.m. followed by a pledge to the flag.

ROLL CALL:

Board members present were: Chairman, Mr. Felix Raimondo; Secretary, Mrs. Anita Barton; Treasurer, Mr. Kyle Elliott; and, Board Member, Mrs. Janene Reilly. Also present were: Solicitor, Ms. Lauren Gallagher from Rudolph Clarke, LLC; Executive Director, Mr. Stephen Clark; Mrs. Angela Madle Long, Finance Director; and Plant Engineer, Mr. Fred Ebert from Ebert Engineering, Inc. Vice-Chairman, Ms. Carol Smith attended via telephone.

PUBLIC COMMENT:

None.

REORGANIZATION:

ELECTION OF OFFICERS

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

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

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

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

A motion was made by Mrs. Reilly and seconded by Mrs. Barton 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 Mrs. Reilly and seconded by Mrs. Barton 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 Mrs. Reilly and seconded by Mrs. Barton to appoint Fred Ebert of Ebert Engineering, Inc. as the Authority Engineer. None opposed. Motion approved 5-0.

ESTABLISHMENT OF MEETING DATES

A motion was made by Mrs. Barton and seconded by Mr. Elliott to establish the monthly board meeting for the Authority on the 4th Tuesday of each month at 6:30 p.m. at the Authority office located at 601 E. Elm Street, Conshohocken, PA 19428. None opposed. Motion approved 5-0.

This concludes the Re-organization portion of the meeting.

INVITED GUEST(S):

Russell McIntosh from Herbert, Rowland & Grubic, Inc. gave a presentation to the Board with regard to the potential bid for and purchase of the West Conshohocken Borough Sewer System.

APPROVAL OF MINUTES:

A motion was made by Mrs. Barton, seconded by Mrs. Reilly, all voting “Aye” to approve the December 20, 2016 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 Mrs. Barton, seconded by Mrs. Reilly to approve the bills in the amount of \$177,188.70. None opposed. Motion approved 5-0.

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

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 approve Resolution 2017-01 adopting the 2017 Fee Schedule. None opposed. Motion approved 5-0.

A motion was made by Mr. Elliott, seconded by Mrs. Reilly approve the Contract for Professional Services between BCA and ACL Development, LLC with regard to 3 Colwell Lane project. None opposed. Motion approved 5-0.

A motion was made by Mrs. Reilly, seconded by Mrs. Barton approve the partial release of Performance Security for 212 Wood Street – Tyson Homes. None opposed. Motion approved 5-0.

A motion was made by Mr. Elliott, seconded by Mrs. Barton 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.

A motion was made by Mrs. Reilly, seconded by Mr. Elliott 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. Barton, seconded by Ms. Smith to terminate the agreement between BCA and Municipay. None opposed. Motion approved 5-0.

A motion was made by Mrs. Barton, seconded by Ms. Smith approve the proposal agreement between BCA and InvoiceCloud. None opposed. Motion approved 5-0.

A motion was made by Mrs. Reilly, seconded by Mrs. Barton to accept the Executive Director’s report. None opposed. Motion approved 5-0.

COLLECTIONS REPORT:

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

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

MAINTENANCE REPORT:

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

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

The Board went into Executive Session to discuss a personnel matter.

A motion was made by Mrs. Barton, seconded by Mr. Elliott to come out of Executive Session. None opposed. Motion approved 5-0.

ADJOURNMENT:

There being no further business to come before the Board, it was moved by Mrs. Barton, seconded by Mr. Elliott all voting “Aye” to adjourn the meeting. None opposed. Motion approved 5-0. Adjournment occurred at 8:44 p.m.

Respectfully submitted,

Angela C. Madle

