

BOROUGH OF CONSHOHOCKEN AUTHORITY
February 29, 2024 MEETING
6:50 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 February 29, 2024. The meeting was called to order at 6:50 PM.

ROLL CALL:

Board members present were Chair, Ms. Tina Sokolowski; Vice Chair, Mr. George Bass and Secretary/Treasurer, Ms. Aparna Chhibber. Also present were Solicitor Mr. Mike Clarke from Rudolph Clarke, LLC; Executive Director, Mr. Brent Wagner; Operations Manager, Mr. Ed Mongan; Finance Director, Ms. Shannon Stewart, and Plant Engineer; Mr. Fred Ebert from Ebert Engineering, Inc.

EXECUTIVE SESSEION:

The board met in executive session prior to the meeting to discuss two matters of potential litigation.

PUBLIC COMMENT:

None.

INVITED GUEST(S):

None.

APPROVAL OF MINUTES:

A motion was made by Mr. Bass, seconded by Ms. Chhibber, all voting “Aye” to approve the January 23, 2024 meeting minutes. None opposed. Motion approved 3-0.

FINANCIAL REPORT:

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

A motion was made by Ms. Chhibber, seconded by Mr. Bass to approve the bills in the amount of \$247,670.18. None opposed. Motion approved 3-0.

NEW BUSINESS

SOLICITOR’S REPORT:

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

Resolution – Intergovernmental Agreement with Borough of Conshohocken

The Intergovernmental Agreement was reviewed and discussed with the Board Members. This agreement is regarding ownership and responsibility for the storm sewer system serving the Borough of Conshohocken. The approval of this agreement will also authorize the bill of sale which will transfer the storm sewer system from the Borough to the Authority.

A motion was made by Mr. Bass, seconded by Ms. Chhibber to accept Resolution 2024-03 approving the Intergovernmental Agreement between the Borough of Conshohocken Authority and Borough of Conshohocken regarding ownership and responsibility for the storm sewer serving the Borough of Conshohocken. None opposed. Motion approved 3-0.

Employment Agreement with Edward F. Mongan III

A motion was made by Ms. Chhibber, seconded by Mr. Bass to approve the Employment Agreement with Edward F. Mongan, III retroactive to January 1, 2024. None opposed. Motion approved 3-0.

Employment Agreement with Shannon Stewart

A motion was made by Mr. Bass, seconded by Ms. Chhibber to approve the Employment agreement with Shannon Stewart retroactive to January 1, 2024. None opposed. Motion approved 3-0.

Employment Agreement with Linda Uccelletti

A motion was made by Ms. Chhibber, seconded by Mr. Bass to approve the Employment Agreement with Linda Uccelletti retroactive to January 1, 2024. None opposed. Motion approved 3-0.

Deed of Dedication – 400 W Elm Street

A motion was made by Mr. Bass, seconded by Ms. Chhibber to accept the Deed of Dedication for 400 W Elm Street (Developer: 400 West Elm Owner, LLC). None opposed. Motion approved 3-0.

Resolution Authorizing Executive Director to Perform functions of Interim Executive Director

A motion was made by Mr. Bass, seconded by Ms. Chhibber to accept a resolution authorizing Executive Director to perform all functions previously authorized for Interim Executive Director. None opposed. Motion approved 3-0.

Resolution – Operations Manager as Authorized User of the Authority’s Credit Card

A motion was made by Mr. Bass, seconded by Ms. Chhibber to approve a resolution designating Operations Manager as an authorized user and signor for the Authority's Credit Card Account. None opposed. Motion approved 3-0.

A motion was made by Mr. Bass, seconded by Ms. Chhibber to accept the Solicitor's report. None opposed. Motion approved 3-0.

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:

- Chapter 94 Report,
 - Max Flow is 2,300,000, plant's annual average 1,081,000
 - Added over 900 EDU, flows remained the same
 - Can increase of permit to three million if needed
- Liner Project there will be a change order for a leak behind the liner

A motion was made by Mr. Bass, seconded by Ms. Chhibber to accept the Engineer's Report. None opposed. Motion approved 3-0.

OPERATIONS MANAGER'S REPORT:

The Operations Manager's Report was reviewed and discussed with the Board Members.

Mr. Mongan discussed the following matters:

- SAM's Registration is complete
- Repairs from Flood – Eastern Environmental has begun the repair

A motion was made by Ms. Chhibber, seconded by Mr. Bass to accept the Operations Manager's Report. None opposed. Motion approved 3-0.

COLLECTIONS & MAINTENANCE REPORTS:

The Collections & Maintenance Report was reviewed and discussed with the Board Members.

A motion was made by Mr. Bass, seconded by Mr. Chhibber to accept the Collections & Maintenance Report. None opposed. Motion approved 3-0.

EXECUTIVE DIRECTOR'S REPORT:

The Executive Director's Report was reviewed and discussed with the Board Members.

Mr. Wagner discussed the following matters

- Switching Billing to Calendar Year

- 3 Year Sludge Analysis – seeding digesters, changing to thickening operation, new diffusers, switching blowers all helping to reduce sludge

A motion was made by Ms. Chhibber, seconded by Mr. Bass to accept the Interim Executive Director's Report. None opposed. Motion approved 3-0.

ADJOURNMENT:

There being no further business to come before the Board adjournment occurred at 7:46 PM.

Respectfully submitted,

Shannon Stewart

