

**MINUTES OF THE
STATED MEETING
JANUARY 16, 2014**

The Stated Meeting of the Borough of Conshohocken Authority was held at the Authority Building on January 16, 2014 and called to order at 6:29 PM by Mr. Mark Danek (Acting Chair)

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

PRESENT WERE: Secretary- Mr. Mark Danek, Treasurer- Mrs. Carol Smith, Board Member- Mr. Matthew Kelly, Board Member -Ms. Anita Barton, Solicitor-Mr. Michael Clarke & Ms. Lauren Gallagher from Rudolph Clarke, LLC, Authority Director-Mr. David Busch of Keystone Alliance, Plant Engineer- Mr. Fred Gerloff of Remington, Vernick and Beach and Special Project Engineer, Mr. Michael McRee of CKS Engineering, Inc., Gail Gordon of Keystone-Alliance.

ROLL CALL: Ms. Smith, Mr. Danek, Mr. Kelly, Ms. Barton

Mr. Danek (acting Chair) recognized and welcomed Anita Barton as our New Board Member

REORGANIZATION

ELECTION OF OFFICERS

Mike Clarke began the reorganization with the election of the Board Chair & Vice Chair

A motion was made by Mr. Kelly and second by Ms. Smith to nominate Felix Raimondo as Board Chair.

ROLL CALL: All voted yes. Motion carried 4-0.

A motion was made by Ms. Smith and second by Mr. Kelly to nominate Mark Danek as Board Vice Chair.

ROLL CALL: All voted yes. Motion carried 4-0.

Mr. Danek (Vice Chair) assumed the Chair position for the balance of the meeting

A motion was made by Ms. Smith and second by Ms. Barton to nominate Matt Kelly as Board Secretary

ROLL CALL: All voted yes. Motion carried 4-0.

A motion was made by Mr. Kelly and second by Ms. Barton to nominate Carol Smith as Board Treasurer

ROLL CALL: All voted yes. Motion carried 4-0.

APPOINTMENT OF PROFESSIONALS

The Board reviewed the requests for Reappointment from the Professionals

A motion was made by Mr. Kelly and second by Ms. Smith to appoint Mike Clarke of Rudolph Clarke, LLC as the Authority Solicitor

ROLL CALL: All voted yes. Motion carried 4-0

A motion was made by Ms. Barton and second by Ms. Smith to appoint Remington Vernick & Beach as the Authority Engineer.

ROLL CALL: All voted yes. Motion carried 4-0

A motion was made by Ms. Smith and second by Mr. Kelly to appoint David Busch of Keystone Alliance as the Authority Executive Director.

ROLL CALL: All voted yes. Motion carried 4-0

ESTABLISHMENT OF MEETING DATES

A motion was made by Mr. Kelly and second by Ms. Barton to establish the monthly board meetings for the Authority on the 3rd Thursday of each month at 6:30 PM, at the Authority office located at 601 E. Elm St., Conshohocken, PA .

ROLL CALL: All voted yes. Motion carried 4-0

This concludes the Re-organization portion of the meeting

PUBLIC COMMENT: - No Public was Present

APPROVAL OF MINUTES:

A motion was made by Mr. Kelly and second by Ms. Barton to approve the December 19, 2013 Minutes

ROLL CALL: All voted yes. Motion carried 4-0

FINANCIAL REPORT:

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

A motion was made by Ms. Smith and second by Mr. Danek to pay the bills in the amount of \$98,431.35

ROLL CALL: Ms Barton, Ms. Smith, Mr. Kelly, Mr. Danek
Motion carried 4-0.

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

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

ROLL CALL: All voted yes. Motion carried 4-0.

SOLICITORS REPORT:

Mr. Clarke reviewed the Solicitor's written report.

A motion was made by Ms. Smith and second by Mr. Kelly to Authorize Benchmark Appraisal to perform appraisals for easements on Elm St. at a cost of \$500.00 per appraisal.

ROLL CALL: All voted yes. Motion carried 4-0.

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

ROLL CALL: All voted yes. Motion carried 4-0.

ENGINEER'S REPORT – REMINGTON, VERNICK & BEACH:

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

The Board discussed the status of current projects.

A motion was made by Ms. Smith and second by Mr. Kelly to authorize Remington, Vernick & Beach to complete the annual chapter 94 report for the Authority.

ROLL CALL: All voted yes. Motion carried 4-0.

A motion was made by Ms. Smith and second by Mr. Kelly to accept the Authority Engineers report.

ROLL CALL: All voted yes. Motion carried 4-0.

ENGINEER'S REPORT – CKS Engineers, Inc.:

Mr. McGee reviewed the engineer's written report.

A motion was made by Ms. Smith and second by Ms. Barton to approve payment #1 in the amount of \$32,085.00 to Video Pipe service for the Collection System Project.

ROLL CALL: Ms. Barton, Ms. Smith, Mr. Danek, Mr. Kelly
Motion carried 4-0.

A motion was made by Ms. Barton and second by Ms. Smith to accept the Special Projects Engineers report.

ROLL CALL: All voted yes. Motion carried 4-0.

DIRECTOR'S REPORT:

Mr. Busch reviewed his written report.

The Director presented and discussed the proposed new tapping fee with the Board.

A motion was made by Mr. Kelly and second by Ms. Smith to adopt Resolution 2014-01 for the new tapping fee.

ROLL CALL: All voted yes. Motion carried 4-0.

The Director presented and discussed the new fee schedule with the Board

A motion was made by Ms. Barton and second by Mr. Kelly to adopt Resolution 2014-02 for the new fee schedule.

ROLL CALL: All voted yes. Motion carried 4-0.

The Director review the Auditor's proposal for the 2013 Audit with the Board.

A motion was made by Mr. Kelly and second by Ms. Smith to approve the engagement of G3 Certified Public Accounts as the Auditor for the 2013 Audit in the amount of \$22,000.

ROLL CALL: All voted yes. Motion carried 4-0.

A motion was made by Ms. Smith and second by Ms. Barton to accept the Director's report.

ROLL CALL: All voted yes. Motion carried 4-0.

PLANT MANAGER'S REPORT:

The Board review the Plant Manager's report

A motion was made by Mr. Kelly and second by Ms. Smith to accept the Plant Manager's Report.

ROLL CALL: All voted yes. Motion carried 4-0.

COLLECTIONS REPORT:

The Board review the Collections report

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

ROLL CALL: All voted yes. Motion carried 4-0.

MAINTENANCE REPORT:

The Board review the Maintenance report

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

ROLL CALL: All voted yes. Motion carried 4-0.

A motion was made by Ms. Barton and second by Ms. Smith to adjourn the meeting at 7:38 p.m.

ROLL CALL: All voted yes. Motion carried 4-0.

