

BOROUGH OF CONSHOHOCKEN AUTHORITY
SEPTEMBER 26, 2017 MEETING
6:30 PM

The Stated Meeting of the Borough of Conshohocken Authority (“BCA”) was held at the Authority Building on September 26, 2017. The meeting was called to order at 6:45 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; and, Board Member, Mrs. Janene Reilly. Also present were: Solicitor, Ms. Lauren Gallagher from Rudolph Clarke, LLC; Executive Director, Mr. Stephen Clark; Finance Director, Mrs. Angela Madle Long; and Plant Engineer, Mr. Fred Ebert from Ebert Engineering, Inc.

INVITED GUEST(S):

None.

PUBLIC COMMENT:

None.

APPROVAL OF MINUTES:

A motion was made by Mrs. Barton, seconded by Mrs. Reilly to approve the August 22, 2017 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 Mr. Elliott, seconded by Mrs. Reilly to approve the bills in the amount of \$158,417.21. None opposed. Motion approved 5-0.

A motion was made by Mr. Elliott, seconded by Mrs. Barton 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 Ms. Smith, to approve Resolution 2017-10 to approve Establishing the 2018 Minimum Municipal Obligation (MMO) for Pennsylvania Municipal Retirement System Pension Plan. None opposed. Motion approved 5-0.

A motion was made by Ms. Smith, seconded by Mrs. Reilly to authorize entering into an agreement with Eastern Environmental Contractors, Inc. for the RBC Train 3C Replacement Project. None opposed. Motion approved 5-0.

A motion was made by Ms. Smith, 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 Ms. Smith, seconded by Mr. Elliott to approve Change Order No. 6 in the amount of \$2,094.35 for the installation of additional access hatch. None opposed. Motion approved 5-0.

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.

Mr. Clark updated the Board on the status of the Invoice Cloud system since we went live on August 31, 2017. He reviewed and discussed a monthly usage statistics report for the month of September from Invoice Cloud.

Mr. Clark discussed the issue of the bills for West Conshohocken having discount information wording printed on them and asked the Board how they wanted to handle since the resolution on this requires a programmer and may take a couple weeks. The Board agreed to send West Conshohocken a full bill for the 3rd quarter and a shorter bill for the 4th quarter along with a letter of explanation. That schedule would put them in line with BCA's billing beginning January 2018.

Mr. Clark discussed the written request dated 8/1/17 by Ms. Anne Kelly for Apt. B at the property located at 126 W. 8th Avenue. He said he did contact Aqua and they confirmed there is no usage. The Board discussed waiving the last two quarters sewer charges, as per her written request, and denied said request.

A motion was made by Mrs. Reilly, seconded by Ms. Smith to ratify the decision of choosing Independence Personal Choice PPO Bronze HSA-0 \$5,200/50% effective 10/01/17 as health insurance plan for BCA. None opposed. Motion approved 5-0.

Mr. Clark gave 2016 and 2017 Ten (10) Year Capital Improvement Plan handouts to and discussed with the Board and said there is a meeting with Plymouth Township on September 28, 2017 to review the plan with them.

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

Ms. Carol Smith left the meeting due to a previous engagement.

COLLECTIONS & MAINTENANCE REPORTS:

The Collections and Maintenance reports were reviewed and discussed with the Board Members.

A motion was made by Mrs. Reilly, seconded by Mrs. Barton to accept the Collections and Maintenance Reports. None opposed. Motion approved 4-0.

ADJOURNMENT:

There being no further business to come before the Board, it was moved by Mrs. Barton, seconded by Mrs. Reilly all voting "Aye" to adjourn the meeting. None opposed. Motion approved 4-0. Adjournment occurred at 8:20 p.m.

Respectfully submitted,

Angela Madle Long

