

BOROUGH OF CONSHOHOCKEN AUTHORITY
NOVEMBER 28, 2017 MEETING
6:30 PM

The Stated Meeting of the Borough of Conshohocken Authority (“BCA”) was held at the Authority Building on November 28, 2017. The meeting was called to order at 6:40 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: Solicitors, Mr. Michael Clarke and 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):

Russ McIntosh from Herbert, Rowland, & Grubic discussed. Mr. McIntosh has been tasked with conducting a rate study to determine whether the current rate structure of the Authority was sustainable and/or whether a rate increase or modification was advisable. Over the past several weeks, he had reviewed a variety of documents and had numerous discussions with the Executive Director and Finance Director. He did not include any costs associated with the Authority’s purchase of the West Conshohocken public sewer system in his analysis.

Mr. McIntosh gave a presentation of his preliminary findings, including his recommendation that the Board may want to consider eliminating or modifying the prompt pay discount. He indicated that the Authority was one of a small group of municipal authorities that continued to offer such discounts, and that the discount was costing the Authority roughly \$60,000 per year in lost revenue. The Board members, Executive Director, Finance Director and Mr. McIntosh engaged in a lengthy discussion about the sustainability of the Authority’s current rate structure, including the prompt pay discount. After discussion, the Board directed Mr. McIntosh to evaluate various alternatives regarding the prompt pay discount, including eliminating and modifying the discount. Mr. McIntosh indicated that he would return to the Board’s December meeting for further discussion.

PUBLIC COMMENT:

None.

APPROVAL OF MINUTES:

A motion was made by Mrs. Barton, seconded by Mrs. Reilly to approve as corrected the September 26, 2017 meeting minutes. None opposed. Motion approved 5-0.

A motion was made by Mrs. Barton, seconded by Ms. Smith to approve the October 24, 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 Ms. Smith, seconded by Mrs. Reilly to approve the bills in the amount of \$175,132.87. None opposed. Motion approved 5-0.

A motion was made by Mrs. Barton, seconded by Mr. Elliott 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 Ms. Smith, seconded by Mr. Elliott, to approve Resolution 2017-12 to release Professional Escrow for Hines Rowing Center. None opposed. Motion approved 5-0.

A motion was made by Mr. Elliott, seconded by Mrs. Barton, to approve the Water Service Termination Agreement with Aqua Pennsylvania, Inc. None opposed. Motion approved 5-0.

A motion was made by Mrs. Reilly, seconded by Ms. Smith 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 Ms. Smith 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 reviewed and discussed a monthly usage statistics report for the month of November from Invoice Cloud.

A motion was made by Ms. Smith, seconded by Mrs. Barton to authorize the Executive Director to cut and mail a check made payable to Claire & Vincent Bruno with regard to a Sanitary Sewer Easement Agreement. None opposed. Motion approved 5-0.

Mr. Clark discussed a verbal request from Mrs. Cynthia Clayborne at the property located at 163 Moorehead Ave, West Conshohocken requesting removal of some of the charges from her sewer bill. The Board discussed waiving some of the charges, as per her verbal request, and denied said request.

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

COLLECTIONS & MAINTENANCE REPORTS:

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

A motion was made by Ms. Smith, seconded by Mr. Elliott to accept the Collections and Maintenance Reports. 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 Ms. Smith all voting "Aye" to adjourn the meeting. None opposed. Motion approved 5-0. Adjournment occurred at 7:48 p.m.

Respectfully submitted,

Angela Madle Long