

BOROUGH OF CONSHOHOCKEN AUTHORITY
JANUARY 22, 2019 MEETING
6:40 PM

The Stated Meeting of the Borough of Conshohocken Authority ("BCA") was held at the Authority Building on January 22, 2019. The meeting was called to order at 6:40 p.m. followed by a pledge to the flag.

The board meeting in executive session on January 10, 2019 and January 11, 2019 to discuss matters of personnel.

The board in execution session to discuss matters of personnel following the board meeting.

ROLL CALL:

Board members present were: Chair, Felix Raimondo, Vice-Chair, Ms. Carol Smith; Board Member, Mrs. Janene Reilly and Treasurer, Mr. Kyle Elliott (present via phone). Also present were: Solicitor Ms. Lauren Gallagher from Rudolph Clarke, LLC; Ms. Nicole Feight from Rudolph Clarke, LLC; Executive Director, Mr. Stephen Clark; Finance Director, Mrs. Shannon Stewart and Plant Engineer, Mr. Fred Ebert from Ebert Engineering, Inc. Secretary, Mrs. Anita Barton was absent.

PUBLIC COMMENT:

There were no public comments.

INVITED GUEST(S):

There were no invited guests.

REORGANIZATION:

A motion was made by Mr. Felix Raimondo, seconded by Mrs. Janene Reilly to nominate Ms. Carol Smith for Chair of the Authority Board. None opposed. Motion Approved 4-0.

A motion was made by Mr. Felix Raimondo, seconded by Ms. Carol Smith to nominate Mrs. Janene Reilly for Vice Chair of the Authority Board. None opposed. Motion approved 4-0.

A motion was made by Ms. Carol Smith, seconded by Mrs. Janene Reilly to nominate Mrs. Anita Barton for Secretary of the Authority Board None opposed. Motion approved 4-0.

A motion was made by Mrs. Janene Reilly, seconded by Ms. Carol Smith to nominate Mr. Kyle Elliott for Treasurer of the Authority Board. None opposed. Motion approved 4-0.

A motion was made by Mr. Felix Raimondo, seconded by Mrs. Janene Reilly to nominate Rudolph Clarke, LLC for Solicitor of the Authority. None opposed. Motion approved 4-0.

A motion was made by Mrs. Janene Reilly, seconded by Mr. Felix Raimondo to nominate Ebert Engineering, Inc for Engineer of the Authority. None opposed. Motion approved 4-0.

A motion was made by Mrs. Janene Reilly, seconded by Mr. Felix Raimondo to schedule the monthly board meetings for the fourth Tuesday of the month at 6:30 p.m. None opposed. Motion approved 4-0.

APPROVAL OF MINUTES:

A motion was made by Mrs. Reilly, seconded by Mrs. Barton, all voting "Aye" to approve the November 27, 2018 and December 11, 2018 meeting minutes. None opposed. Motion approved 4-0.

FINANCIAL REPORT:

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

A motion was made by Mr. Raimondo, seconded by Mrs. Reilly to approve the bills in the amount of \$220,420.44. None opposed. Motion approved 4-0.

Mr. Clark asked for assistance with liens from Rudolph Clarke, LLC.

A motion was made by Mr. Raimondo, seconded by Mrs. Reilly to approve the Financial Report. None opposed. Motion approved 4-0.

NEW BUSINESS

SOLICITOR'S REPORT:

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

A motion was made by Mrs. Reilly, seconded by Mr. Raimondo for a resolution to release professional escrow for 201 Colwell Lane (Mainline Trees). None opposed. Motion approved 4-0.

A motion was made by Mr. Raimondo, seconded by Mrs. Reilly to approve the renewal of deduct agreement for AREP 8 Tower Bridge, 161 Washington Street. None opposed. Motion approved 4-0.

A motion was made by Mr. Raimondo, seconded by Mrs. Reilly to adopt the 2019 Fee Schedule. None opposed. Motion approved 4-0.

A motion was made by Mr. Raimondo, seconded by Mrs. Reilly to approve the contract for professional services for 538 Spring Mill Avenue. None opposed. Motion approved 4-0.

A motion was made by Mr. Raimondo, seconded by Mrs. Reilly to approve the service and escrow for 51 Washington Avenue pending the final details. None opposed. Motion approved 4-0.

A motion was made by Mrs. Reilly, seconded by Mrs. Barton to accept the Solicitor's report. None opposed. Motion approved 4-0.

PLANT ENGINEER'S REPORT – EBERT ENGINEERING, INC.:

The Plant Engineer's Report was reviewed and discussed with the Board Members.

Fred discussed the completion of RBC Project and the West Conshohocken EDU Audit classifying all accounts as residential or commercial and then calculating EDU's.

A motion was made by Mr. Raimondo, seconded by Mr. Elliott to accept the Engineer's Report. None opposed. Motion approved 4-0.

EXECUTIVE DIRECTOR'S REPORT:

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

A motion was made by Mr. Raimondo, seconded by Mrs. Reilly to approve the proposal from Brinker Simpson to complete the 2018 Audit. None opposed. Motion approved 4-0.

A motion was made by Mr. Raimondo, seconded by Mr. Elliott to accept the Executive Director's Report. None opposed. Motion approved 4-0.

COLLECTIONS & MAINTENANCE REPORTS:

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

A motion was made by Mr. Raimondo, seconded by Mrs. Reilly to accept the Collections & maintenance Report. None opposed. Motion approved 4-0.

ADJOURNMENT:

There being no further business to come before the Board, it was moved by Mr. Raimondo seconded by Mrs. Reilly, all voting "Aye" to adjourn the meeting. None opposed. Motion approved 4-0. Adjournment occurred at 7:47 p.m.

Respectfully submitted,

Shannon Stewart

