

BOROUGH OF CONSHOHOCKEN AUTHORITY
January 28, 2020 MEETING
6:34 PM

The Stated Meeting of the Borough of Conshohocken Authority (“BCA”) was held at the Authority Building on January 28, 2020. The meeting was called to order at 6:34 PM followed by a pledge to the flag.

The board met in Executive Session following the meeting to discuss matters of personnel.

ROLL CALL:

Board members present were: Chair, Ms. Carol Smith; Vice-Chair, Mrs. Janene Reilly; Secretary, Mr. Felix Raimondo, Treasurer, Mr. Kyle Elliott and Board Member, Mrs. Jane Flanagan. 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, Plant Engineer; Mr. Fred Ebert from Ebert Engineering, Inc.

PUBLIC COMMENT:

None.

INVITED GUEST(S):

None

REORGANIZATION:

A motion was made by Mrs. Janene Reilly, seconded by Mr. Kyle Elliott to nominate Ms. Carol Smith for Chair of the Authority Board. None opposed. Motion Approved 5-0.

A motion was made by Mr. Felix Raimondo, seconded by Mr. Kyle Elliot to nominate Mrs. Janene Reilly for Vice Chair of the Authority Board. None opposed. Motion approved 5-0.

A motion was made by Ms. Carol Smith, seconded by Mrs. Jane Flanagan to nominate Mr. Felix Raimondo for Secretary of the Authority Board None opposed. Motion approved 5-0.

A motion was made by Mr. Raimondo, seconded by Ms. Carol Smith to nominate Mr. Kyle Elliott for Treasurer of the Authority Board. None opposed. Motion approved 5-0.

A motion was made by Mrs. Janene Reilly, seconded by Ms. Carol Smith to nominate Rudolph Clarke, LLC for Solicitor of the Authority for the rates indicated in the reappointment letter. None opposed. Motion approved 5-0.

A motion was made by Mrs. Janene Reilly, seconded by Mr. Felix Raimondo to nominate Ebert Engineering, Inc for Engineer of the Authority for the rates indicated in the reappointment letter. None opposed. Motion approved 5-0.

A motion was made by Mr. Felix Raimondo, seconded by Mrs. Janene Reilly to schedule the monthly board meetings for the fourth Tuesday of the month at 6:30 p.m. None opposed. Motion approved 5-0.

APPROVAL OF MINUTES:

A motion was made by Mr. Raimondo, seconded by Mrs. Reilly, all voting “Aye” to approve the December 11, 2019 meeting minutes. None opposed. Motion approved 5-0.

CHAIRMAN MINUTES:

None.

FINANCIAL REPORT:

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

A motion was made by Mrs. Reilly, seconded by Mr. Elliott to approve the bills in the amount of \$138,517.01. None opposed. Motion approved 5-0.

A motion was made by Mr. Elliott, seconded by Mr. Raimondo 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. Reilly, seconded by Ms. Smith to approve the contract for professional services for Matson Mill Apartments (High Street Conshohocken, LLC) . None opposed. Motion approved 5-0.

A motion was made by Ms. Smith, seconded by Mr. Elliott to approve the Grant of Sanitary Sewer Easement for property located at 445 E 9th Avenue. None opposed. Motion approved 5-0.

A motion was made by Ms. Smith, seconded by Mr. Elliott to approve the Fee Schedule for 2020 as Resolution 2020-01. None opposed. Motion approved 5-0.

A motion was made by Mr. Raimondo, seconded by Ms. Smith to approve the Employment Agreement between the Borough of Conshohocken Authority and Linda Uccelletti . None opposed. Motion approved 5-0.

A motion was made by Mr. Raimondo, seconded by Ms. Smith to approve the Employment Agreement between the Borough of Conshohocken Authority and Shannon Stewart. None opposed. Motion approved 5-0.

A motion was made by Ms. Smith, seconded by Mr. Raimondo to accept the resignation from Mr. Clark effective February 7, 2020. None opposed. Motion approved 5-0.

A motion was made by Mr. Raimondo, seconded by Mrs. Reilly 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 Mr. Raimondo, seconded by Mrs. Reilly to accept the 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.

A motion was made by Mr. Raimondo, seconded by Ms. Smith to approve 2020 Insurance Renewals in the amount of \$77,847.00. None opposed. Motion approved 5-0.

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

COLLECTIONS & MAINTENANCE REPORTS:

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

A motion was made by Mr. Raimondo, seconded by Mr. Elliott to accept the Collections & Maintenance Report. None opposed. Motion approved 5-0.

ADJOURNMENT:

There being no further business to come before the Board, it was moved by Mr. Elliott, seconded by Mrs. Reilly, all voting "Aye" to adjourn the meeting. None opposed. Motion approved 5-0. Adjournment occurred at 8.14 PM.

Respectfully submitted,

Shannon Stewart

with