

BOROUGH OF CONSHOHOCKEN AUTHORITY
February 25, 2020 MEETING
6:35 PM

The Stated Meeting of the Borough of Conshohocken Authority (“BCA”) was held at the Authority Building on February 25, 2020. The meeting was called to order at 6:35 PM followed by a pledge to the flag.

The board met in executive session via phone call on January 10th and January 14th to discuss matters of personnel. The board also met in executive session immediately following the January 28th meeting to discuss matters of potential litigation and matters of personnel.

During the February 25th meeting, the board met in executive session which lasted about 10 minutes to discuss matters of litigation and for another 10 minutes to discuss matters of personnel.

ROLL CALL:

Board members present were: Secretary, Mr. Felix Raimondo, Treasurer, Mr. Kyle Elliott and Board Member, Mrs. Jane Flanagan. Also present were: Solicitor Mr. Mike Clark from Rudolph Clarke, LLC; Ms. Nicole Feight from Rudolph Clarke, LLC; Consultant, Mr. Stephen Clark; Operations Manager, Mr. Ed Mongan, Plant Engineer; Mr. Fred Ebert from Ebert Engineering, Inc. Chair, Ms. Carol Smith; Vice-Chair, Mrs. Janene Reilly and Finance Director, Mrs. Shannon Stewart were absent.

PUBLIC COMMENT:

Mr. Scott Langstein from the Grande at Riverview was here to discuss the \$4.00 discount and how it effects the larger customer accounts.

INVITED GUEST(S):

None

APPROVAL OF MINUTES:

A motion was made by Mr. Elliott, seconded by Mrs. Flanagan, all voting “Aye” to approve the January 28, 2020 meeting minutes. None opposed. Motion approved 3-0.

CHAIRMAN MINUTES:

None.

FINANCIAL REPORT:

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

A motion was made by Mr. Elliott, seconded by Mrs. Flanagan to approve the bills in the amount of \$128,304.99. None opposed. Motion approved 3-0.

A motion was made by Mr. Elliott, seconded by Mrs. Flanagan to approve the Financial Report. None opposed. Motion approved 3-0.

NEW BUSINESS

SOLICITOR'S REPORT:

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

A motion was made by Mrs. Flanagan, seconded by Mr. Elliott to approve a resolution to remove Stephen Clark and add Shannon Stewart as an authorized signor for the Authority's Tompkins VIST Credit Card. None opposed. Motion approved 3-0.

A motion was made by Mr. Raimondo, seconded by Mrs. Flanagan to approve a resolution to remove Stephen Clark and add Shannon Stewart as an authorized signor for the Authority's Small Operating Account. None opposed. Motion approved 3-0.

A motion was made by Mr. Raimondo, seconded by Mr. Elliott to approve a resolution to remove Anita Barton and add Jane Flanagan as an authorized signor for the Authority's Main Operating Account, and replace Felix Raimondo with Carol Smith as an authorized recipient of account statements for the Authority's Main Operating Account. None opposed. Motion approved 3-0.

A motion was made by Mr. Raimondo, seconded by Mrs. Flanagan to approve a resolution appointing Shannon Stewart as the Authority's Open Records Officer. None opposed. Motion approved 3-0.

A motion was made by Mr. Raimondo, seconded by Mrs. Flanagan to approve the consulting agreement with Stephen Clark. None opposed. Motion approved 3-0.

A motion was made by Mr. Raimondo, seconded by Mr. Elliott to approve the Employment Agreement between the Borough of Conshohocken Authority and Edward Mongan. None opposed. Motion approved 3-0.

A motion was made by Mr. Raimondo, seconded by Mrs. Flanagan to approve the letter agreement with AFSCME District Council 88 regarding employment of Edward Mongan. None opposed. Motion approved 3-0.

A motion was made by Mr. Raimondo, seconded by Mrs. Flanagan to approve the SEPTA Right of Entry Agreement. None opposed. Motion approved 3-0.

A motion was made by Mr. Raimondo, seconded by Mrs. Flanagan to approve the Contract for Professional Services with 51 Washington L/CAL LLC (project: 51 Washington Street). None opposed. Motion approved 3-0.

A motion was made by Mr. Elliott, seconded by Mrs. Flanagan to accept the Solicitor's report. None opposed. Motion approved 3-0.

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

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

Mr. Ebert discussed the Annual Chapter 94 Report.

A motion was made by Mrs. Flanagan, seconded by Mr. Elliott to accept the Engineer's Report. None opposed. Motion approved 3-0.

OPERATIONS MANAGER'S REPORT:

The Operation Manager's Report was reviewed and discussed with the Board Members.

A motion was made by Mr. Elliott, seconded by Mrs. Flanagan to approve a donation to the Conshohocken Little League in the amount of \$350, which will allow the Authority to have a promotional sign/banner. None opposed. Motion approved 3-0.

A motion was made by Mr. Elliott, seconded by Mrs. Flanagan to accept the Operations Manager's Report. None opposed. Motion approved 3-0.

COLLECTIONS & MAINTENANCE REPORTS:

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

A motion was made by Mr. Elliott, seconded by Mrs. Flanagan to accept the Collections & Maintenance Report. None opposed. Motion approved 3-0.

ADJOURNMENT:

There being no further business to come before the Board, it was moved by Mr. Elliott, seconded by Mrs. Flanagan, all voting "Aye" to adjourn the meeting. None opposed. Motion approved 3-0. Adjournment occurred at 8:36 PM.

Respectfully submitted,

Shannon Stewart