

BOROUGH OF CONSHOHOCKEN AUTHORITY
April 7, 2020 MEETING
6:03 PM

The Stated Meeting of the Borough of Conshohocken Authority (“BCA”) was held via remote means using the Cisco Webex platform on April 7, 2020. The meeting was called to order at 6:03 PM. The meeting was recorded and posted for public viewing on the Authority’s website.

The board met in executive session immediately following the January 28th meeting to discuss matters of potential litigation and matters of personnel.

The board met in executive session via conference call on March 24th to discuss essential business matters.

A quorum of the board met on March 31st via video conference for the limited purpose of testing the functionality of the video conferencing platform and set the date and time of this meeting. No official business was conducted and no deliberation occurred.

The board met in executive session after this 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 (joined at 6:14 PM), Treasurer, Mr. Kyle Elliott (joined at 6:39 PM) and Board Member, Mrs. Jane Flanagan. Also present were: Solicitor Ms. Lauren Gallagher from Rudolph Clarke, LLC; Ms. Nicole Feight from Rudolph Clarke, LLC; Operations Manager, Mr. Ed Mongan; Finance Director, Mrs. Shannon Stewart and Plant Engineer; Mr. Fred Ebert from Ebert Engineering, Inc.

PUBLIC COMMENT:

No Public Comment. Mr. Jack Ambler resident located at 431 E 12th Avenue was on the call just wanted to listen to what was going on.

INVITED GUEST(S):

None

CHAIRPERSON’S MINUTES:

Chair Carol Smith expressed thanks to Authority staff for their effective response to the COVID-19 emergency. Ms. Smith also announced that the Authority will be starting a Facebook page.

APPROVAL OF MINUTES:

A motion was made by Mrs. Reilly, seconded by Mrs. Flanagan, all voting “Aye” to approve the February 25, 2020 meeting minutes. None opposed. Motion approved 3-0.

FINANCIAL REPORT:

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

A motion was made by Mrs. Flanagan, seconded by Mrs. Reilly to approve the bills in the amount of \$363,926.92. None opposed. Motion approved 4-0.

A motion was made by Mrs. Flanagan, seconded by Mr. Raimondo 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 Mrs. Flanagan to ratify the decision to accept the request from SORA West Association, LLC to extend the deadline to pay their tapping fees. None opposed. Motion approved 4-0.

A motion was made by Mrs. Flanagan, seconded by Mrs. Reilly to ratify the decision to approve a resolution recognizing the Declarations of Emergency issued by the Federal government, State, County and Borough of Conshohocken and authorizing the authority staff to implement changes as needed. None opposed. Motion approved 4-0.

A motion was made by Mrs. Reilly, seconded by Mrs. Flanagan to approve a resolution extending the payment deadlines for all billing cycles for the remainder of the 2020 calendar year. None opposed. Motion approved 4-0.

A motion was made by Mrs. Flanagan, seconded by Mrs. Reilly to authorize Edward Mongan to sign easement agreements for developers only, while residential easements will continue to be signed by the board Chair. None opposed. Motion approved 4-0.

A motion was made by Mrs. Reilly, seconded by Mrs. Flanagan to approve a Deed of Easement received from SORA West Association, LLC executed by Edward Mongan on March 12th 2020. None opposed. Motion approved 4-0.

A motion was made by Mr. Raimondo, seconded by Mrs. Reilly to approve the Affidavit of Lost or Stolen Letter of Credit presented by SORA West Association, LLC and executed by Edward Mongan on March 6th 2020. None opposed. Motion approved 4-0.

A motion was made by Mrs. Reilly, seconded by Mr. Raimondo to approve a resolution to release professional escrow to Conshohocken Construction Inc. (Project: 304 E. Hector Street/Glassworks) pending issuance of Authority Engineer's final approval letter. None opposed. Motion approved 4-0.

A motion was made by Mr. Raimondo, seconded by Mrs. Flanagan 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.

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

OPERATIONS MANAGER'S REPORT:

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

A motion was made by Mr. Raimondo, seconded by Mrs. Reilly to accept the Operations Manager's Report. None opposed. Motion approved 4-0.

A motion was made by Mr. Raimondo, seconded by Mrs. Flanagan to make a donation to the community garden in the amount of \$1,000. None opposed. Motion approved. 5-0.

A motion was made by Mrs. Smith, seconded by Mrs. Flanagan to make a donation to the Conshohocken Elementary PTO in the amount of \$1,000. 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 Mrs. Reilly 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 Mrs. Reilly, seconded by Mr. Elliott, all voting "Aye" to adjourn the meeting. None opposed. Motion approved 5-0. Adjournment occurred at 6:43 PM.

Respectfully submitted,

Shannon Stewart