

BOROUGH OF CONSHOHOCKEN AUTHORITY
January 26, 2021 MEETING
6:34 PM

The Stated Meeting of the Borough of Conshohocken Authority (“BCA”) was held via remote means using the Cisco Web Ex platform on January 26, 2021. The meeting was called to order at 6:34 PM. The meeting was recorded and posted for public viewing on the Authority’s website.

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; Solicitor Mr. Michael Clarke from Rudolph Clarke, LLC; Interim Executive Director, Mr. Terry Fedorchak; Operations Manager, Ed Mongan, Finance Director, Mrs. Shannon Stewart, Plant Engineer; Mr. Fred Ebert from Ebert Engineering, Inc.

PUBLIC COMMENT:

Mr. Joe Miller of 113 W 4th Avenue, Mrs. Jane Kelly of 332 Spring Mill Avenue and Mrs. Lisa Lilick of 804 Forrest Street all expressed their opposition to the sale of the sewer authority and the idea of sending out a notice letting the residence know about the details of the sale of the Authority.

INVITED GUEST(S):

None

REORGANIZATION:

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

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

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

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

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

A motion was made by Mr. Raimondo, seconded by Mrs. Reilly to appoint Mr. Ed Mongan as the authority's right to know officer. None opposed. Motion approved 5-0.

A motion was made by Ms. Smith, 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 Mrs. Reilly, seconded by Ms. Smith to nominate Brinker Simpson & Company, LLC for Auditor of the Authority for the rates indicated in the reappointment letter. None opposed. Motion approved 5-0.

CHAIRMAN MINUTES:

None.

APPROVAL OF MINUTES:

A motion was made by Mrs. Flanagan, seconded by Mr. Elliott, all voting "Aye" to approve the December 17, 2020 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 Mr. Raimondo, seconded by Ms. Smith to approve the bills in the amount of \$114,181.19. None opposed. Motion approved 5-0.

A motion was made by Ms. Smith, 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 Mr. Raimondo, seconded by Mrs. Flanagan to approve a resolution establishing the Authority's Fee Schedule for 2021. None opposed. Motion approved 5-0.

A motion was made by Mr. Raimondo, seconded by Mrs. Reilly to approve a resolution authorizing the Interim Executive Director as signor on the Authority's credit card account. None opposed. Motion approved 5-0.

Mrs. Reilly stepped away from the computer.

A motion was made by Mr. Raimondo, seconded by Ms. Smith to approve a resolution authorizing the Interim Executive Director as signor on the small operating account. None opposed. Motion approved 4-0.

A motion was made by Mrs. Flanagan, seconded by Mr. Raimondo to approve a resolution authorizing the Interim Executive Director to execute developer easement agreements. None opposed. Motion approved 4-0.

Mrs. Reilly returned to the computer.

A motion was made by Mr. Raimondo, seconded by Ms. Smith to approve a resolution authorizing the Interim Executive Director to refund, waive, and/or adjust penalties for late payment of sewer rental charges under certain circumstances, not to exceed \$100 per account per year with any adjustments to be reported to the Board on a monthly basis. None opposed. Motion approved 5-0.

A motion was made by Ms. Smith, seconded by Mrs. Reilly to approve a resolution authorizing the Interim Executive Director to approve correction to EDU calculations upon recommendation received from the Authority Engineer, in accordance with the Authority's EDU Correction policy with any adjustments to be reported to the Board on a monthly basis . None opposed. Motion approved 5-0.

A motion was made by Ms. Smith, seconded by Mrs. Reilly to accepting and approving a resolution accepting dedication of the sanitary sewer facilities for Freedley Square. None opposed. Motion approved 5-0.

A motion was made by Mr. Raimondo, seconded by Mr. Elliott to approve a resolution accepting dedication for a sanitary sewer main at 133 Cedar Avenue, West Conshohocken. None opposed. Motion approved 5-0.

A motion was made by Mr. Raimondo, seconded by Ms. Carol Smith to approve a resolution accepting and approving the Service and Escrow Agreement for 331 W 7th Avenue. None opposed. Motion approved 5-0.

A motion was made by Ms. Smith, seconded by Mrs. Flanagan 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 Ms. Smith, seconded by Mrs. Flanagan to accept the Engineer's Report. None opposed. Motion approved 5-0.

OPERATIONS MANAGER'S REPORT:

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

A motion was made by Mr. Elliott, seconded by Mr. Raimondo to 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.

EXECUTIVE DIRECTOR'S REPORT:

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

Terry discussed the COVID pandemic and suggested some modifications for policies here at the Authority. Terry got approval from the board to purchase a fogging machine to help with sanitizing the buildings on a regular basis.

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

ADJOURNMENT:

There being no further business to come before the Board, it was moved by Mr. Raimondo, seconded by Mrs. Flanagan, all voting "Aye" to adjourn the meeting. None opposed. Motion approved 5-0. Adjournment occurred at 8:34 PM.

Respectfully submitted,

Shannon Stewart