

**BOROUGH OF CONSHOHOCKEN AUTHORITY**  
**March 23, 2021 MEETING**  
**6:35 PM**

The Stated Meeting of the Borough of Conshohocken Authority (“BCA”) was held via remote means using the Cisco Web Ex platform on March 23, 2021. The meeting was called to order at 6:35 PM. The meeting was recorded and posted for public viewing on the Authority’s website.

**ROLL CALL:**

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

**PUBLIC COMMENT:**

None.

**INVITED GUEST(S):**

None

Mrs. Reilly expressed her appreciation for Borough Council’s vote to not sell the Authority and stated that the Authority and Borough Council will continue discussing different options on how to move forward.

**APPROVAL OF MINUTES:**

A motion was made by Mrs. Flanagan, seconded by Mrs. Reilly, all voting “Aye” to approve the February 23, 2021 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. Flanagan to approve the bills in the amount of \$123,501.73 None opposed. Motion approved 4-0.

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

#### **101 Fayette Street-Professional Services Escrow Release.**

A motion was made by Mrs. Flanagan, seconded by Mr. Raimondo to approve a resolution to release professional services escrow for project located at 101 Fayette Street (Developer: RIN Restaurants, LLC – Nudy's Café). None opposed. Motion approved 4-0.

#### **130 W. 5<sup>th</sup> Avenue-Professional Services Escrow Release.**

A motion was made by Mrs. Flanagan, seconded by Mrs. Reilly to approve a resolution to release professional services escrow for project located at 130 W. 5<sup>th</sup> Avenue (Developer: 130 W. 5<sup>th</sup> Street, LP) upon issuance of the engineer's Notice of Completion. None opposed. Motion approved 4-0.

#### **133 Cedar Avenue-Unpaid Professional Fees.**

A motion was made by Mrs. Reilly, seconded by Mrs. Flanagan for authorization to proceed against the maintenance security for unpaid professional fees for the project located at 133 Cedar Avenue (MTB Development) in the event that payment is not received by March 31, 2021. None opposed. Motion approved 4-0.

Mr. Raimondo asked for the status of the East 9<sup>th</sup> Avenue Easements and the 3 Colwell Easements.

A motion was made by Ms. Smith, seconded by Mrs. Reilly 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.

Mr. Ebert discussed the following matters:

- Chapter 94 Report
- Sludge Pilot Test for Week of May 3rd
- Freedley Square Sag Repair
- Odor Control Media Replacement Project
- 51 Washington Street Project Problems
- SORA West Project Plan Reviews

#### **Small Water and Sewer Grant Extension-Contract #000069831**

A motion was made by Mr. Raimondo, seconded by Mrs. Flanagan to approve requesting a time extension for the Small Water and Sewer Grant, authorize Mrs. Reilly and Ms. Smith to be signers for the e-signature process, and authorize Mrs. Reilly to sign the

Time Extension Request letter and submit it to the Commonwealth Financing Authority. None opposed. Motion approved 4-0.

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

### **OPERATIONS MANAGER'S REPORT:**

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

Mr. Mongan discussed the following matters:

- The operator's license at the Authority was switched from Mr. Stephen Clarke to Mr. Edward Mongan;
- Plan Operations Meetings are now being conducted on a weekly basis with the Maintenance Manager, Collections Manager and the Operator to review previous week's activities and then better plan for maintenance and repair projects for the week ahead;
- ELK Environmental will be pick up and dispose of the chemicals in the lab in the next two weeks.

Mrs. Reilly mentioned that the plant is about 35 days from 1500 days without an accident and planning to honor the employees.

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

### **COLLECTIONS & MAINTENANCE REPORTS:**

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

Mr. Mongan mentioned that PA One calls are down from last month but still double the average.

A motion was made by Ms. Flanagan, seconded by Mr. Raimondo to accept the Collections & Maintenance Report. None opposed. Motion approved 4-0.

### **INTERIM EXECUTIVE DIRECTOR'S REPORT:**

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

#### **301/309 Angel Alley-Reimbursement Request**

Reimbursement for an error in EDU's for 301 and 309 Angel Alley was discussed with the board. 301 was being charged 3 EDU's and should have been charged 1 EDU. 309 Angel Alley was being charged 2 EDU's and should have been charged 1 EDU. Mr. Hark is asking to be reimbursed for the service charges going back to July 2013. The total reimbursement would be \$3,780.00. These properties are being sold on March 31, 2021.



Mr. Clarke stated that there is a statute of limitation of 2 years. Mrs. Reilly suggested reimbursing Mr. Hark for two years based on the statute of limitation and Mrs. Flanagan agreed. Mr. Ebert stated that the Authority confirmed with the Borough that there is only one rental license for each property. Mr. Raimondo suggested that the Authority reimburse Mr. Hark the full refund of \$3,780.00. The Board agreed to reimbursing Mr. Hark the full \$3,780.00. Mr. Clarke will draft a release for the owner to sign which will be presented for next month's meeting.

A motion was made by Mr. Raimondo, seconded by Ms. Smith to accept the Interim Executive Director's 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. Flanagan, all voting "Aye" to adjourn the meeting. None opposed. Motion approved 4-0. Adjournment occurred at 7:57 PM.

Respectfully submitted,

Shannon Stewart

