

BOROUGH OF CONSHOHOCKEN AUTHORITY
April 26, 2022 MEETING
6:32 PM

The Stated Meeting of the Borough of Conshohocken Authority (“BCA”) was held at the Authority’s office and via remote means using the Cisco Web Ex platform on April 26, 2022. The meeting was called to order at 6:32 PM.

The board met in executive session after the meeting on March 22, 2022 to discuss matters of personnel.

ROLL CALL:

Board members present were Vice-Chair, Ms. Carol Smith; Secretary, Ms. Tina Sokolowski; Board Member, Ms. Aparna Chhibber and Board Member, Mr. George Bass. Also present were Solicitor Mr. Mike Clarke from Rudolph Clarke, LLC; Interim Executive Director, Mr. Brent Wagner; Operations Manager, Mr. Ed Mongan; Finance Director, Ms. Shannon Stewart, and Plant Engineer; Mr. Fred Ebert from Ebert Engineering, Inc. Chair, Ms. Janene Reilly was absent.

PUBLIC COMMENT:

None.

INVITED GUEST(S):

Howard Woods – Rate Study

Mr. Woods discussed the rate study he prepared. He discussed the downward trend in water use due to the new appliances using less water. Mr. Woods explained that he analyzed the budget, increased maintenance forecast, and looked at the capital improvement plans. He also discussed the potential connection fees. Based on the analysis Mr. Woods recommendation is to increase the rates January 1, 2023. With the rate increase the Authority can prepare for preventative maintenance in plant to ensure the plant continues to run properly. He explained that if we don’t receive the anticipated connection fees, we may have to increase rates in the future. Mr. Woods also discussed that even with the rate increases the Authority is still on the low end of the rates in the area. Mr. Woods also recommended an increase for the Industrial Pretreatment Program.

APPROVAL OF MINUTES:

A motion was made by Mr. Bass, seconded by Ms. Chhibber, three voting “Aye” to approve the March 22, 2022 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 Ms. Sokolowski, seconded by Mr. Bass to approve the bills in the amount of \$420,120.71. None opposed. Motion approved 4-0.

A motion was made by Mr. Bass, seconded by Ms. Chhibber 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.

Ms. Sokolowski asked about the East 9th Avenue Easements. Mr. Clarke stated that we are still waiting on the updated proposals.

A motion was made by Ms. Sokolowski, seconded by Mr. Bass 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.

Freedley Square Sanitary Sewer Sag Project

Mr. Ebert discussed the bids received for the Freedley Square Sanitary Sewer Sage Replacement.

A motion was made by Ms. Sokolowski, seconded by Ms. Chhibber to award the Freedley Square Sanitary Sewer Sag Repair Project to Mayfield Site Contractors Inc. in the amount of \$14,140.00 None opposed. Motion approved 4-0.

Poplar Street Sewer Main Replacement Project

Mr. Ebert discussed the bids received for the Poplar Street Sewer Main Replacement Project. He also presented an option that we could line the pipe but recommended that the Authority should go ahead with replacing the properly.

A motion was made by Mr. Bass, seconded by Ms. Sokolowski to award the Poplar Street Sewer Main Replacement Project to Wexcon Inc. in the amount of \$99,700.00 subject to final review by the solicitor's office. None opposed. Motion approved 4-0.

Mr. Ebert also discussed the following matters:

- Keystone Engineering will have a report prepared for the May meeting on the electrical switchgear, the primary switchgear is serviceable and with proper maintenance still has useful life left.

A motion was made by Ms. Chhibber, seconded by Mr. Bass 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.

A motion was made by Ms. Sokolowski, seconded by Ms. Chhibber 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.

A motion was made by Ms. Sokolowski, seconded by Mr. Bass 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.

Mr. Wagner discussed the following matters:

- NPDES Permit 2-week extension was approved
- Memorandum of Understanding and Stormwater and changing the Charter
- Memorandum of Understanding and moving meetings and Finance to Borough Hall
- Maintenance Shop Renovation to make room for spare parts
- Belt Press does not have to be run every day; solids are up to 18%
- Foaming has dissipated, about half the digester diffusers are clogged
- Plant Coach will be in on June 13th to start

A motion was made by Ms. Chhibber, seconded by Mr. Bass 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 adjournment occurred at 8:03 PM.

Respectfully submitted,

Shannon Stewart