

BOROUGH OF CONSHOHOCKEN AUTHORITY
July 25, 2023 MEETING
6:33 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 July 25, 2023. The meeting was called to order at 6:33 PM.

ROLL CALL:

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

EXECUTIVE SESSION

The Board met in executive session immediately following the meeting on June 27, 2023 to discuss matters of personnel.

PUBLIC COMMENT:

None

INVITED GUEST(S):

None.

APPROVAL OF MINUTES:

A motion was made by Ms. Chhibber, seconded by Mr. Bass, all voting “Aye” to approve the June 27, 2023 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 Mr. Bass, seconded by Ms. Chhibber to approve the bills in the amount of \$163,252.68. None opposed. Motion approved 3-0.

Ms. Chhibber asked about the balance in in the Interest Income Account on the budget.

A motion was made by Ms. Chhibber, seconded by Mr. Bass to accept the Financial Report. None opposed. Motion approved 3-0.

EXECUTIVE SESSION

The Board met in executive session immediately following to discuss matters of potential litigation and personnel.

NEW BUSINESS

SOLICITOR'S REPORT:

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

Proposal from Gilmore and Associates

A motion was made by Ms. Chhibber, seconded by Mr. Bass to accept the proposal from Gilmore and Associates. None opposed. Motion approved 3-0.

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

- Payment requests number #2 for both liner project contracts have been submitted to DCED and a change order request from the contract for additional work and asked for additional information
- Flow Reconciliation for Plymouth, scheduling a meeting with Plymouth to discuss
- Influent Flow Meter is installed but there is a stone obstruction in the pipes below
- Still waiting on electrical design for the influent pump station
- H2O Grants will not be awarded until the budget is finalized
- Sludge Bid has been sent to solicitor's office for review

A motion was made by Mr. Bass, seconded by Ms. Chhibber to accept the Engineer's Report. None opposed. Motion approved 3-0.

OPERATIONS MANAGER'S REPORT:

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

Mr. Mongan Discussed the following matters:

- New Chlorine Disinfection system up and running, adjusts chlorine accordingly and alerts if we are reaching limits
- Additional 100-gallon sodium bisulfite tank being installed within the next week

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

Ms. Chhibber asked about outsourcing PA One calls.

A motion was made by Mr. Bass, seconded by Ms. Chhibber to accept the Maintenance Report. None opposed. Motion approved 3-0.

INTERIM EXECUTIVE DIRECTOR'S REPORT:

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

A motion was made by Ms. Smith, seconded by Mr. Bass to accept the Interim Executive Director's Report. None opposed. Motion approved 3-0.

ADJOURNMENT:

There being no further business to come before the Board, it was moved by Ms. Smith seconded by Ms. Chhibber, all voting "Aye" to adjourn the meeting. None opposed. Motion approved 3-0. Adjournment occurred at 7:21 PM.

Respectfully submitted,

Shannon Stewart

