

**BOROUGH OF CONSHOHOCKEN AUTHORITY**  
**April 28, 2026 MEETING**  
**6:30 PM**

The Stated Meeting of the Borough of Conshohocken Authority (“BCA”) was held at the Authority’s office and via remote means using the Zoom platform on April 28, 2026. The meeting was called to order at 6:31 PM.

**ROLL CALL:**

Board members present were Chair, Ms. Tina Sokolowski; Vice Chair, Mr. George Bass and Treasurer, Ms. Christine Bertino. Also present were Solicitor Ms. Nicole Feight from Clarke Gallagher Barbiero Amuso & Glassman; 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. Secretary, Mr. Jack Ambler and Board Member, Ms. Aparna Chhibber were absent.

**EXECUTIVE SESSION:**

The Board met in executive session following the meeting to discuss matters of personnel.

**PUBLIC COMMENT:**

None.

**INVITED GUEST(S):**

None.

**APPROVAL OF MINUTES:**

A motion was made by Mr. Bass, seconded by Ms. Bertino, all voting “Aye” to approve the March 24, 2026 meeting minutes. None opposed. Motion approved 3-0.

**FINANCIAL REPORT:**

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

Ms. Sokolowski asked about invoices for Echo Ridge under Clarke Gallagher Barbiero Amuso & Glassman Law. Ms. Stewart explained that these were all invoices from 2021 and prior for the Echo Ridge Project, escrow was requested multiple times over the years and the Authority never received replenishment. Ms. Sokolowski and Ms. Bertino asked if we could go back to West Conshohocken to recoup the cost since the construction security was released.

A motion was made by Ms. Bertino, seconded by Mr. Bass to approve the bills in the amount of \$271,148.94 for April 2026. None opposed. Motion approved 3-0.

Donation to Conshohocken Elementary PTO

Ms. Stewart discussed a request from the Conshohocken Elementary School for a donation for the spring carnival.

A motion was made by Ms. Bertino, seconded by Mr. Bass to approve a donation in the amount of \$1,000 to the Conshohocken Elementary School PTO. None opposed. Motion approved 3-0.

Ms. Stewart discussed the status of 2025 Audit, explaining that the auditors were out to do their field testing and the audit is on schedule to be finalized before the DCED deadline.

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

**NEW BUSINESS**

**SOLICITORS REPORT:**

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

Service and Escrow Agreement – 541 E Hector Street

A motion was made by Mr. Bass, seconded by Ms. Bertino to accept the Service and Escrow Agreement for project located at 541 E Hector Street Conshohocken (Developer: Carriages of Conshohocken, LLC). None opposed. Motion approved 3-0.

Resolution to Release Maintenance Security – 203 E 12<sup>th</sup> Avenue

A motion was made by Mr. Bass, seconded by Ms. Bertino to accept a resolution authorizing release of Maintenance Security for project located at 203 E 12<sup>th</sup> Avenue, Conshohocken (Developer: Ratoskey & Trainor). None opposed. Motion approved 3-0.

A motion was made by Ms. Bertino, 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.

Contract 25-1 Payment # 5 to H.B. Frazer

Mr. Ebert discussed the request for Payment # 5 for H.B. Frazer for the electrical upgrade project.

A motion was made by Mr. Bass, seconded by Ms. Bertino to approve the request for Payment # 5 in the amount of \$78,850.00 for work completed on Contract #25-1 Borough of Conshohocken

Authority Wastewater Treatment Plant LV Switchgear Rehab and MCC Replacements. None opposed. Motion approved 3-0.

Mr. Ebert also discussed the following matters:

- Gave an update on Electrical Upgrade project still on track for completion in August
- Chapter 94 Report was submitted on Thursday 3/26/2026

A motion was made by Mr. Bass, seconded by Ms. Bertino 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:

- GreenFest was a success
- Backflow Preventer failed inspection, but it has been replaced and certified
- New Security Cameras for plant

#### 404 & 406 E 7<sup>th</sup> Avenue Stormwater Easement Encroachment Agreements

Mr. Mongan discussed a request from the property owners at 404 & 406 E 7<sup>th</sup> Avenue to put a fence between their properties.

A motion was made by Ms. Bertino, seconded by Mr. Bass to approve the Stormwater Easement Encroachment Agreements for the erection of a fence at 404 E 7<sup>th</sup> Avenue and 406 E 7<sup>th</sup> Avenue, Conshohocken (Homeowners: Lisa P. Foster, Robert J. Foster, and Thomas Mailisits), conditional upon receiving all requirements and final approval from staff and the solicitor's office. None opposed. Motion approved 3-0.

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

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

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

Mr. Wagner discussed the following matters

- Working with Borough on Stormwater Project at Haines & Salvati Park for late summer or early fall based on funds.
- Sewer Rate Analysis for Conshohocken and West Conshohocken
- May 1<sup>st</sup> Assistant Finance Director Advertisement will go live

A motion was made by Ms. Bertino, seconded by Mr. Bass to approve the 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. Bertino, seconded by Mr. Bass, all voting “Aye” to adjourn the meeting. None opposed. Motion approved 3-0. Adjournment occurred at 7:08 PM.

Respectfully submitted,

Shannon Stewart

