

BOROUGH OF CONSHOHOCKEN BOROUGH COUNCIL  
MINUTES OF THE PUBLIC MEETING

Wednesday, May 2, 2018

PUBLIC MEETING

PRESENT: Colleen Leonard, Council President  
Jane Flanagan, Council Vice-President  
Robert Stokley, Senior Council Member  
Anita Barton, Council Member  
Tina Sokolowski, Council Member  
James Griffin, Council Member  
Karen Tutino, Council Member  
Yaniv Aronson, Mayor

ALSO PRESENT: Stephanie Cecco, Borough Manager  
Michael E. Peters, Interim Borough Solicitor

**CALL TO ORDER**

The Public Meeting of the Conshohocken Borough Council duly advertised, was held at the Conshohocken Borough Hall, 400 Fayette Street, Conshohocken, PA. Ms. Colleen Leonard, Council President, called the meeting to order at 6:58 PM.

**COUNCIL PRESIDENT ANNOUNCEMENTS**

Ms. Leonard announced that there was an Executive Session held immediately prior to the meeting regarding a personnel matter.

**PRESENTATIONS**

**a.) Consider a Waiver of Land Development for 304 East Hector Street, Mark Jones, Conshohocken Construction Inc.**

Mr. Peters provided an overview of the project. He explained that the applicant proposes to convert the commercial use building into four (4) residential dwelling units with garage entry to internal parking spaces as well as rehabilitation of the exterior façade and curb cut. Mr. Peters reviewed the conditions of approval per the resolution. The applicant, Mark Jones, and his attorney, George Ozorowski, were present to answer any questions. Council had no questions.

**Ms. Sokolowski made a motion to approve a waiver of land development for 304 East Hector Street, seconded by Mr. Griffin. The motion carried 7-0.**

**b.) Borough IT Operations Update, Chuck Christenson, Nextwave Consulting**

Chuck Christenson, the Borough's IT consultant, was present to provide a first quarter update regarding the Borough's IT operations. Mr. Christenson summarized steps taken to protect the Borough's network infrastructure security and identified areas of improvement, specifically email archiving. He confirmed for Ms. Flanagan that Nextwave provides on-site training for Borough staff relative to software updates or system changes. Ms. Flanagan inquired about the current life cycle of the Borough servers. Mr. Christenson replied that the life cycle of a server is approximately six (6) years and that Borough may need to consider replacing one of the servers in 2019. Then, he discussed the Borough's local and remote backup service. Ms. Sokolowski inquired about access control procedures relative to personnel, which Mr. Christenson reviewed.

**c.) 2018 Infrastructure Program Progress Update, Karen MacNair, Gilmore & Associates**

Ms. Cecco introduced Karen MacNair, Borough Engineer, who was present to provide an infrastructure program update and recommended scope of work. Ms. MacNair shared that Gilmore & Associates is

continuing to work with utility companies and all parties responsible for infrastructure systems within the Borough to coordinate schedules and reduce potential impacts on plan implementation. Then, she reviewed the assessment of roadways for failure patterns and the assessment of incidentals. Ms. MacNair presented Council with a block-by-block analysis of the pavement conditions and repair treatment recommendations. Then, she presented five (5) potential actionable scenarios. Council chose two (2) scenarios for which Gilmore would then generate an engineer's opinion of probable cost. Council requested pricing on inadequate curbing. Ms. Cecco explained that Ms. MacNair would return in June to discuss the two (2) scenarios in more detail and present an opinion of probable cost in preparation for budget discussions in July.

**d.) Public Services Trash Receptacle Transition Update, Ray Sokolowski, Director of Public Services**

Mr. Sokolowski announced that effective June 5, 2018 recycling pick up for the west side would change from Friday to Tuesday. He added that a flyer would be delivered to all west side residents notifying them of the change. Council confirmed their support of the recycling schedule change.

Mr. Sokolowski provided an update regarding the Borough-wide transition to tip cans. He provided a bid summary of submitted proposals and reviewed the size and color options of trash and recycle carts. Mr. Sokolowski discussed additional options, such as Radio-Frequency Identification (RFID) Tags and rubber wheels for those transporting cans through their homes. Assembly and distribution costs were also discussed. Mr. Sokolowski stated that the cost would be a not to exceed cost of \$260,000 for fiscal year 2019. He explained that each parcel would receive one (1) trashcan and one (1) recycle can and added that rental properties would be need to purchase additional carts for each additional unit.

Ms. Tutino asked about what will happen to the current trash and recycling cans. Mr. Sokolowski responded that some could be reclaimed or used for yard waste collection. He added that the recycle bins could be utilized at Borough events or donated for use by the EAC.

Ms. Cecco recommended that Council consider authorizing a purchase order in order to lock in current pricing and provide a cost savings due to a predicted rise in resin and import tariffs.

**Ms. Tutino made a motion to authorize Borough Administration to issue a purchase order for the purchase of trash receptacles at a number not to exceed \$260,000 for fiscal year 2019, seconded by Ms. Flanagan. The motion carried 7-0.**

**e.) EAC Presentation, Matthew Breidenstein, Chair**

Ms. Leonard invited Matthew Breidenstein, Chair of the EAC, to the podium. Mr. Breidenstein was present to request support and approval for the EAC to create a non-profit foundation and website. Mr. Breidenstein explained that the creation of a non-profit would allow the EAC to fund projects and events for 2018. He shared which initiatives would be funded with donations. Mr. Peters stated that the foundation would operate independently from Council. Council confirmed support of the creation of a 501c3 designation.

Mr. Breidenstein also requested Council's approval of the creation of a distinct website for the EAC that would be linked to the Borough website. He explained that a distinct website would allow the EAC to better communicate and showcase their projects and events and increase public participation and awareness. Mr. Peters recommended that all Borough Boards and Commissions operate within the Borough website and Council agreed.

**COUNCIL BUSINESS**

**a.) Consider appointing Council Members to serve as the Voting Delegate and the Alternate Delegate at the 2018 PSAB Annual Conference**

**Ms. Sokolowski made a motion to appoint Anita Barton to serve as the Voting Delegate at the 2018 PSAB Annual Conference, seconded by Ms. Tutino. The motion carried 7-0.**

**Ms. Leonard made a motion to appoint Tina Sokolowski to serve as the Alternate Voting Delegate at the 2018 PSAB Annual Conference, seconded by Ms. Flanagan. The motion carried 7-0.**

**b.) Consider appointing an applicant for the Environmental Advisory Council Vacancy**

**Ms. Tutino made a motion to appoint Elisa Lanzutti to the Environmental Advisory Council, seconded by Ms. Sokolowski. The motion carried 7-0.**

**MANAGER MATTERS**

**a.) Consider 426 Old Elm Street Financial Security Escrow Final Release in the amount of \$19,380.10.**

Ms. Cecco announced that Council would be considering the release of land development escrows. She explained that this is a procedure that has been reinstated as part of the administration's evaluation of the land development process.

**Mr. Griffin made a motion to authorize Final Release of 426 Old Elm Street Financial Security Escrow in the amount of \$19,380.10, seconded by Mr. Stokley. The motion carried 7-0.**

**b.) Consider 426 Old Elm Street Professional Services Escrow Final Release in the amount of \$4,606.79 which includes accrued interest**

**Ms. Barton made a motion to authorize Final Release of 426 Old Elm Street Professional Services in the amount of \$4,606.79 which includes accrued interest, seconded by Mr. Griffin. The motion carried 7-0.**

**c.) Consider 701 Fayette Street PSA Final Escrow Release in the amount of \$2,673.00 which includes accrued interest**

**Mr. Stokley made a motion to authorize Release of 701 Fayette Street PSA Final Escrow in the amount of \$2,673.00 which includes accrued interest, seconded by Mr. Griffin. The motion carried 7-0.**

**d.) Consider approving a fee waiver request, Sol Yoga Studio**

Ms. Cecco shared that Sol Yoga Studio hosts an annual charity event, Summer Solstice, at Sutcliffe Park. She added that all proceeds would be donated to Beats for Bella.

**Ms. Flanagan made a motion to approve a fee waiver request for Sol Yoga Studio, seconded by Ms. Barton. Ms. Leonard recused herself. The motion carried 6-0.**

**e.) Consider approving proposed construction to the Façade of Leeland Mansion**

Ms. Cecco explained that the Borough is the holder of a deed restriction for Leeland Mansion, which prohibits the alteration, revision or modification to the façade. Ms. Cecco explained that construction has begun on the property and specific work to the façade may need to be completed per building code. She presented two potential options for the installation of fire sprinklers under the porch and the entry portico. She asked Council to consider both options and make a recommendation based on the intent of the façade easement. Council chose the option that would require only one penetration of the building wall. Mr. Sokolowski recommended that Borough Council establish certain criteria and guidelines to determine what alterations, revisions or modifications shall require Borough approval and also establish a procedure for securing Borough approval when required.

**DEPARTMENT MATTERS**

**a.) Donofrio Tournament Event Recap, Lauren Irizarry, Director of Recreation Services**

Ms. Irizarry presented a financial report from the Donofrio Tournament and thanked all parties responsible for making the tournament a success. Ms. Irizarry also announced that the Borough Recreation Department in conjunction with Pennsylvania Recreation & Parks Society is offering summer discount tickets for various activities throughout Pennsylvania and New Jersey.

**LEGAL MATTERS**

There were no Legal Matters.

## **COUNCIL MEMBER AND MAYOR MATTERS**

There were no Council Member and Mayor Matters

## **PUBLIC COMMENT**

Mayor Aronson announced that the Neighborhood Street Cleanup was rescheduled for Saturday, May 5<sup>th</sup>. He encouraged everyone to donate canned goods and clothing as part of Love Conshy's monthly sponsorship program with local businesses. Lastly, Mayor Aronson announced that vendor applications are currently being accepted for the Arts Festival and Car Show on June 2<sup>nd</sup>.

Mr. Stokley shared that the County will be mailing a notice of change of polling location to the residents in Ward 6.

Ms. Sokolowski shared that she has received several citizen complaints regarding limited parking on East Elm Street. She requested that this topic be added to an agenda for further discussion and suggested painting parking lines on the street to clearly define parking spaces. Ms. Flanagan agreed that painted parking lines would improve parking efficiency.

Donald Marston, 303 East 6<sup>th</sup> Avenue, acknowledged the hard work of the Borough's new Director of Recreation, Lauren Irizarry, during the Donofrio Tournament.

Joe Robinson, 713 Spring Mill Avenue, stated that there are several obstructions at specific road crossings along the Schuylkill River Trail (SRT). Mr. Robinson explained that vehicles park too closely to stop signs, which creates poor visibility for trail users and motorists.

Joe Ferrigno, 412 Old Elm Street, reported that the green space at 426 Old Elm Street is not being maintained. Ms. Cecco confirmed that the Borough does not own the parcel. She added that that the Borough can issue a citation to the responsible party. Mr. Ferrigno also mentioned that the entry into Conshohocken is unsafe for pedestrians and covered in debris. Mr. Sokolowski responded that the Borough has engaged its traffic engineer to evaluate the possibility of restricting heavy truck traffic on West Elm Street.

## **ADJOURNMENT**

The meeting was adjourned at 9:47 PM.

Respectfully Submitted,

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Stephanie Cecco,  
Borough Secretary