

BOROUGH OF CONSHOHOCKEN BOROUGH COUNCIL  
MINUTES OF THE PUBLIC MEETING

Wednesday, January 18, 2017

PUBLIC MEETING

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

ALSO PRESENT: Richard J. Manfredi, Borough Manager  
Michael J. Savona, 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. Mr. James Griffin, Council President, called the meeting to order at 7:04 PM.

**PRAYER FOR COUNCIL**

Ms. Flanagan read a Prayer for Council.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**COUNCIL PRESIDENT ANNOUNCEMENTS**

There were no Council President announcements shared.

**PRESENTATIONS**

**a.) 2016 Finance Snapshot: Ms. Julie Davis, Internal Audit & Compliance.**

Mr. Manfredi introduced Ms. Julie Davis, who was present to share the preliminary results for the year 2016. Ms. Davis shared that overall everything looks good and the Borough would meet all of its carry-forwards for the 2017 budget. She discussed that the Borough is on a modified accrual basis of accounting which means that any bills that come in for 2016 through February 28, 2017, and any revenues that come in at year end through February 28, 2017, are booked back to 2016 and anything received past February 28, 2017 would be accounted for in 2017. Ms. Davis shared that the audit should be fully completed in June and added that she would be back in April to do another presentation on the Borough's finances. Mr. Manfredi explained that the Borough will have a stronger fund balance and reserves than the prior year and shared that the Borough's operating revenues and expenses are in line. Following further discussion, Council thanked Ms. Davis for her presentation and moved on to the next matter.

**CONSENT AGENDA**

Mr. Manfredi read through and explained all of the items included on the consent agenda.

- a.) Approve the December 7<sup>th</sup> regular, December 21<sup>st</sup> special, and December 21<sup>st</sup> regular public meeting minutes.
- b.) Accept the December-ending Treasurer's Report and payables.
- c.) Adopt Resolution 2017-01 granting approval of the 385 East Hector Street land development, LD-2016-04.
- d.) Deny the Law Offices of Lee Gaber PC's petition for abatement of its 2010 through 2015 Business Privilege and Mercantile Tax penalties.
- e.) Affirm the March 11, 2017 St. Patrick's Day Parade as an event of public significance where the sale and consumption of alcoholic beverages has been specifically approved by the Borough.
- f.) Authorize advertising for a zoning ordinance amendment to create a historic overlay district.

Ms. Tutino made a motion to approve consent agenda items a.) through f.) as listed, seconded by Mr. Stokley. The motion carried 7-0.

#### UNFINISHED BUSINESS

Mr. Manfredi then introduced the three matters included as unfinished business on the agenda. He requested that the final item be altered to consider a motion to approve final payment to TN Ward and to accept final work at Borough Hall.

- a.) Consider approving the Comprehensive Plan Task Force scope and duties.

Mr. Manfredi explained that the Comprehensive Plan Task Force scope and duties was distributed at the prior meeting and he requested Council's approval of the document that evening. Mr. Manfredi also made a recommendation for Council to consider selecting a Council Member to serve as Chair for the Comprehensive Plan Task Force that evening. Ms. Sokolowski and Mr. Manfredi explained the makeup of the task force; in response, Mr. Savona commented that the task force could not include a member of the Zoning Hearing Board and Council determined to amend the document to replace that member as listed in the scope and duties document with an additional at-large member.

**Mr. Stokley made a motion to approve creation of the Comprehensive Plan Task Force and the scope and duties as outlined with one exception to include two at-large members, seconded by Ms. Flanagan. The motion carried 7-0.**

Following additional discussion, **Ms. Leonard made a motion to appoint Tina Sokolowski to serve as Chair of the Comprehensive Plan Task Force, seconded by Ms. Barton. The motion carried 7-0.**

Mr. Manfredi then explained that the next step in the creation of the task force would be to solicit request for proposals for the planning consultant that would work with the group.

Ms. Teresa Parris asked for clarification on the task force member that would be selected to represent the K-12 community and Ms. Sokolowski shared that that member could be a teacher or a person who is involved with schooling or the school board and associated with children of that age group. Mr. Manfredi added that a parent or a guardian of a child or children in the K-12 community could also apply.

- b.) Consider a motion to authorize advertisement of the proposed SP-4 zoning ordinance.

Mr. Manfredi introduced the item and **Ms. Sokolowski made a motion to table the item to authorize advertisement of the proposed SP-4 zoning ordinance to a future date, seconded by Ms. Leonard. The motion carried 6-0 because Mr. Stokley had recused himself from the matter.**

- c.) Consider approving the TN Ward Project Closeout.

Mr. Manfredi introduced the item and **Ms. Barton made a motion to approve final payment to TN Ward and to accept final work at Borough Hall, seconded by Ms. Sokolowski. The motion carried 7-0.**

#### **NEW BUSINESS**

There was no new business to be shared that evening.

#### **PUBLIC COMMENT**

Mr. Griffin called for public comment and Mr. Bernard Griggs, Jr. of the Philadelphia Building and Construction Trades Council, shared that the group had been following the Keystone project for some time and the members, especially those that reside in the 19428 and 19429 zip codes, are in support of it. He shared that he respects Council's due diligence and that they hope to see the project happen as soon as possible.

Mr. Stokley shared that the Conshy Courier had captured the information and events related to the Fellowship House and the boathouse well and thanked Ms. Teresa Parris for spreading the word about the Borough's underutilized facilities.

Ms. Flanagan thanked the Borough's firefighters because they were tasked with three different events in one day this week; they are appreciated and she prays for their safety.

Mr. Griffin also wished to thank the Fire Department.

#### **ADJOURNMENT**

The meeting was adjourned at 7:29 PM.

Respectfully Submitted,

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Richard J. Manfredi,  
Borough Secretary