

BOROUGH OF CONSHOHOCKEN BOROUGH COUNCIL  
MINUTES OF THE PUBLIC MEETING

Wednesday, March 15, 2023

PUBLIC MEETING

PRESENT: Colleen Leonard, Council President  
Tina Sokolowski, Vice President  
Anita Barton, Council Member  
Stacy Ellam, Council Member  
Kathleen Kingsley, Council Member  
Adrian Serna, Council Member  
Karen Tutino, Council Member  
Yaniv Aronson, Mayor

ALSO PRESENT: Stephanie Cecco, Borough Manager  
Michael E. Peters, 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. Sokolowski, Council Vice President, called the meeting to order at 7:00 PM.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**COUNCIL PRESIDENT ANNOUNCEMENTS**

There were no Council President announcements.

**PUBLIC COMMENT (for agenda items only)**

There was no public comment pertaining to agenda items.

**PRESENTATIONS**

**a.) HOME Program Presentation, Chris Stetler, Community Development and Grant Coordinator**

Ms. Sokolowski introduced Chris Stetler, Community Development and Grant Coordinator, to discuss the CDBG HOME Program. Ms. Stetler shared that the Borough's Housing Rehabilitation Program has been in existence for over four decades and continues to operate for low and moderate-income homeowners. She explained that the purpose of the program is to bring residents' homes into code conformance in order to enable them to live more safely. Ms. Stetler discussed program eligibility requirements and income guidelines. She reviewed eligible repairs and stated that no work can be done that is considered cosmetic. Ms. Stetler explained that the Borough has approximately \$500,000.00 to fund rehabilitation projects. She stated that the current waiting list has been processed, and staff is seeking new applicants for program services.

**LAND USE MATTERS, PUBLIC HEARINGS AND ORDINANCES**

There were no land use matters, public hearings and ordinances.

**CONSENT AGENDA**

Ms. Leonard read and reviewed the items included on the consent agenda.

- a.) Approve and adopt the February 1 and February 15 Regular Meeting Minutes
- b.) Approve the February-ending Treasurer's Report and Accounts Payable in the amount of \$775,082.46

Ms. Barton made a motion to approve and adopt the February 1 and February 15 Regular Meeting Minutes, seconded by Ms. Ellam. The motion carried 7-0.

Ms. Kingsley made a motion to approve the February-ending Treasurer's Report and Accounts Payable in the amount of \$775,082.46, seconded by Mr. Serna. The motion carried 7-0.

**UNFINISHED BUSINESS**

- a.) Consider authorizing advertisement of an RFP for shuttle services

Ms. Barton made a motion to authorize advertisement of an RFP for shuttle services contingent upon final review by the Borough Manager and Borough Solicitor, seconded by Ms. Ellam. The motion carried 7-0.

- b.) Consider approving a Cable Franchise Renewal Agreement with Verizon

Mr. Serna made a motion to approve a Cable Franchise Renewal Agreement with Verizon, seconded by Ms. Kingsley. The motion carried 7-0.

- c.) Consider approving Resolution 2023-09 authorizing execution of the Cable Franchise Renewal Agreement with Verizon

Ms. Ellam made a motion to approve Resolution 2023-09 authorizing execution of the Cable Franchise Renewal Agreement with Verizon, seconded by Ms. Sokolowski. The motion carried 7-0.

#### NEW BUSINESS

- a.) Consider approving 340 East Ninth Ave professional services escrow release no. 1 (final) in the amount of \$8,282.92

Mr. Serna made a motion to approve 340 East Ninth Avenue professional services escrow release no. 1 (final) in the amount of \$8,282.92, seconded by Ms. Barton. The motion carried 7-0.

- b.) Consider approving 130 West Fifth Ave professional services escrow release no. 1 (final) in the amount of \$92.34

Ms. Sokolowski made a motion to approve 130 West Fifth Avenue professional services escrow release no. 1 (final) in the amount of \$92.34, seconded by Mr. Serna. The motion carried 7-0.

- c.) Consider approving 509 Spring Mill Ave demolition escrow release no. 1 (final) in the amount of \$11,441.18

Ms. Kingsley made a motion to approve 509 Spring Mill Ave demolition escrow release no. 1 (final) in the amount of \$11,441.18, seconded by Ms. Barton. The motion carried 7-0.

- d.) Consider approving 509 Spring Mill Ave stormwater management escrow release no. 1 (final) in the amount of \$4,034.71

Ms. Sokolowski made a motion to approve 509 Spring Mill Ave stormwater management escrow release no. 1 (final) in the amount of \$4,034.71, seconded by Ms. Kingsley. The motion carried 7-0.

- e.) Consider approving 720 Spring Mill Ave demolition escrow release no. 3 (final) in the amount of \$67,212.00

Ms. Barton made a motion to approve 720 Spring Mill Ave demolition escrow release no 3 (final) in the amount of \$67,212.00, seconded by Ms. Ellam. The motion carried 7-0.

- f.) Consider approving 720 Spring Mill Ave professional services escrow release no. 1 in the amount of \$41,229.49

Ms. Kinglsey made a motion to approve 720 Spring Mill Ave professional services escrow release no. 1 in the amount of \$41,229.49, seconded by Mr. Serna. The motion carried 7-0.

- g.) Consider approving SORA West financial security escrow release no. 11 in the amount of \$105,996.25

Ms. Sokolowski made a motion to approve SORA West financial security escrow release no. 11 in the amount of \$105,996.25, seconded by Ms. Ellam. The motion carried 7-0.

- h.) Consider awarding a bid for consulting services for environmental testing services for the Housing Rehabilitation Program

Ms. Cecco shared that the Borough's Housing Rehabilitation Program uses consulting services to test all properties participating in the program for lead-based paint and Radon. She explained that the Borough issued an RFP for environmental testing services and received two (2) proposals from D-Tech Environmental Testing and Spartech Environmental. Ms. Cecco shared that upon review of the proposals, Borough Administration is recommending that Council consider awarding a contract to D-Tech Environmental.

Mr. Serna made a motion to award a bid for consulting services for environmental testing services for the Housing Rehabilitation Program to D-Tech Environmental Testing, seconded by Ms. Barton. The motion carried 7-0.

**i.) Consider awarding a contract for the Intake Coordinator position for the Housing Rehabilitation Program**

Ms. Cecco shared that the Borough's Housing Rehabilitation Program also operates with an Intake Coordinator. She stated that the PA Department of Community and Economic Development (DCED) requires periodic re-procurement of consultants to federally funded programs. She explained that Borough code allows for the solicitation of telephone quotes for the position. She shared that information was sent to one (1) individual and two (2) housing firms with a request to discuss the position and solicit a cost for the required services. Ms. Cecco shared that upon review of the responses, Borough Administration is recommending that Council consider awarding a contract to Nancy Nugent for the Intake Coordinator position.

**Ms. Kingsley made a motion to award a contract for the Intake Coordinator position for the Housing Rehabilitation Program to Nancy Nugent, seconded by Ms. Ellam. The motion carried 7-0.**

**j.) Consider approving the submission of a request to transfer curb ramp activity funds to the housing rehabilitation activity in the 2019 CDBG Contract**

Ms. Cecco explained that in order to complete the most recent curb ramp installation project, funds were transferred from the housing rehabilitation activity to curb ramps in the 2019 Community Development Block Grant (CDBG) Contract. She shared that the curb ramp project was completed, and less funds than anticipated were needed to complete that project. Therefore, Ms. Cecco asked Council to consider authorizing the transfer of the remaining curb ramp funds back to the housing rehabilitation activity.

**Ms. Barton made a motion to approve the submission of a request to transfer curb ramp activity funds in the amount of \$8,239.24 to the housing rehabilitation activity in the 2019 CDBG Contract, seconded by Ms. Ellam. The motion carried 7-0.**

**k.) Consider approving Resolution 2023-10 establishing an emergency stop sign at West First Avenue**

Ms. Cecco explained that Administration is requesting Council's approval to establish a stop sign in each direction on West First Avenue at the intersection of West First Avenue and Forrest Street. She shared that the intent of the temporary parking regulations is to address traffic and safety concerns in the area.

**Ms. Kingsley made a motion to approve Resolution 2023-10 an emergency two way stop sign on West First Avenue at the intersection of Forrest Street, seconded by Mr. Serna. The motion carried 7-0.**

**l.) Consider approving Resolution 2023-11 approving a supplemental appropriation for Gasboy system and pump replacement and Borough Hall signage**

Ms. Cecco explained that due to supply-chain issues, design and structural issues encountered with respect to improvement of Borough property, and unforeseen circumstances pertaining to the failure of important operational equipment of the Borough, Borough Administration has recommended certain purchases and a modification to an approved capital project, requiring supplemental appropriations to the FY 2023 budget. She stated that the previously approved signage quote for a new Borough of Conshohocken sign at Borough Hall has been updated to reflect a more sensible electrical layout based on the concave structure of the Borough Hall building. She asked Council to consider approving a supplemental appropriation for the signage in the amount of \$17,835.00. Ms. Cecco stated that the Borough's Gasboy System, which is utilized by all Borough vehicles, is outdated and broken. She explained that hardware is expensive to replace and repair. Therefore, she recommended that Council consider authorizing a supplemental appropriation in the amount of \$13,070.00 for the cost of a new Gasboy system.

**Ms. Kingsley made a motion to approve Resolution 2023-11 approving supplemental appropriations in the amount of \$13,070 for the purchase of a Gasboy system and pump and \$17,835 for Borough Hall exterior signage, seconded by Mr. Serna. The motion carried 7-0.**

**m.) Consider approving a special event application for the Police Association Conshy 5k**

Ms. Cecco shared that the Conshy Running Club and Conshohocken Police Department are requesting approval to host the Conshy 5k race on April 29, 2023 at Sutcliffe Park. She reviewed the event timeline.

**Ms. Barton made a motion to approve a special event application and fee waiver for the Police Association Conshy 5k scheduled for Saturday, April 29, 2023 at Sutcliffe Park contingent upon final administrative review, seconded by Ms. Kingsley. The motion carried 7-0.**

**COUNCIL AND MAYOR MATTERS**

Mayor Aronson shared that Yoga Home held an Irish Yoga Celebration at the Conshohocken Brewing Company. He thanked everyone responsible for making the St. Patrick's Day Parade a success.

Ms. Kingsley reminded everyone that the Conshohocken Italian Bakery is holding a 50<sup>th</sup> Anniversary celebration on March 24, 2023.

Ms. Sokolowski recognized Anthony Scott with the Public Services Department for displaying an act of kindness.

**PUBLIC COMMENT**

There was no public comment.

**ADJOURNMENT**

The meeting was adjourned at 7:32 PM.

Respectfully Submitted,

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Stephanie Cecco,  
Borough Secretary