

BOROUGH OF CONSHOHOCKEN BOROUGH COUNCIL  
MINUTES OF THE PUBLIC MEETING

Wednesday, December 4, 2019

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, 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. Leonard, Council President, called the meeting to order at 7:05 PM.

**COUNCIL PRESIDENT ANNOUNCEMENTS**

Ms. Leonard announced that a Special Meeting was held immediately prior to the regularly scheduled public meeting regarding interviews for board and commission reappointments.

**PRESENTATIONS**

**a.) Recognition of Service, EAC Member**

Matt Breidenstein, Chair of the EAC, shared that EAC member, Debbie Mallon, would be resigning from her position at the end of her term. Mr. Breidenstein recognized Ms. Mallon for her service and contributions to the EAC and presented her with a plaque of appreciation.

**b.) Presentation on the creation of an Energy Task Force, EAC**

Eliza Lanzutti, member of the EAC, explained that the next step in transitioning to a 100% clean energy future is the creation of an energy task force by resolution. She provided an overview of a draft resolution, which provides procedures and requirements for appointment to the Task Force and establishes duties of the Task Force. Ms. Leonard shared concerns regarding the appointment of other Borough Board & Commission members to the Task Force. Ms. Sokolowski provided recommended changes to the proposed resolution.

**c.) Sewer Authority Presentation**

Carol Smith, Chair of the Municipal Sewer Authority, was present to respond to statements regarding operational procedures of the Sewer Authority that were made during public comment at a Council meeting in September. Ms. Smith provided developer requirements relative to tapping fees and professional services escrow. She commented on escrow refunds. Ms. Smith discussed the acquisition of the West Conshohocken sewer system and denied the consideration of bidding by the Authority for the East Norriton Sewer Authority. She reviewed rates for both Conshohocken and West Conshohocken residents. She provided an update on the EDU reassessment for commercial accounts and stated that no businesses have been presented with any bill at any time based upon the reassessment of EDUs. Ms. Sokolowski expressed concerns related to the activities, policies and procedures of the Authority. Lauren Gallagher, Solicitor for the Sewer Authority and Janene Reilly, Vice Chair of the Municipal Authority Board, discussed the ongoing efforts being made with the business owners to reach an amicable resolution.

**COUNCIL BUSINESS**

**a.) Conduct interviews for zoning services**

Ms. Cecco shared that two (2) firms, Barry Isett & Associates and Pennoni Associates, were present to interview as part of the RFP for zoning services.

Ms. Leonard invited representatives of Barry Isett & Associates to the podium. Michael Italia, Operations Manager and primary contact for the Borough, provided an overview of his professional background as a Certified Zoning Officer and Building Code Official. Rick Harmon, Certified Floodplain Manager, discussed his experience creating and enforcing floodplain ordinances and assisting with administrative and mitigation procedures. Matt McCloskey, Operations Manager, shared his experience providing zoning and building code inspector services to Whitemarsh Township. Erin Burke, Marketing Manager, provided an overview of the services offered by Barry Isett. Mr. Italia described the proposed team's organizational structure. He discussed the firm's approach to customer service and response time to inquires from developers, residents and business owners as it relates to the zoning ordinance. Mr. Italia confirmed that he has experience participating in an in-house zoning ordinance revision process. Mr. McCloskey discussed the firm's understanding of the Borough's current organizational structure and scope of services requested in the RFP.

Ms. Leonard invited representatives of Pennoni Associates to the podium. Khal Hassan, Associate Vice Present and Officer Director, discussed his role at Pennoni Associates. Eric Johnson, Project Engineer and primary contact for the Borough, provided an overview of this professional background as a Project Engineer for multiple municipalities. Beth Ann Grasso shared her professional experience specializing in Floodplain management. Ms. Flanagan asked if Mr. Johnson has experience serving as a municipal Zoning Officer. Mr. Johnson shared that he serves as Borough Engineer in Narberth and Swarthmore Boroughs. He discussed his experiences reviewing land development plans for compliance with zoning and assisting with zoning ordinance revisions. Mr. Johnson described the relationship between the Zoning Officer and the Solicitor for the Zoning Hearing Board. Mr. Johnson described how he would interact with Borough Administration, if appointed zoning officer. Ms. Grasso discussed the biggest challenges in the near future related to FEMA floodplain regulations.

**b.) Consider 906 Fayette Street Zoning Hearing Board Application**

Chris Stetler, Zoning Officer, provided an overview of the history of the site and the current zoning application. She explained that the property owner is proposing to expand each of the residential units on site, which requires a special exception for the physical expansion of a non-conforming use. Jeffrey Grogan, the applicant, and George Ozorowski, the applicant's attorney, provided renderings of the proposed expansion. Mr. Stokley and Mr. Grogan discussed parking on site.

**MANAGER MATTERS**

**a.) Consider approving the 2020 meeting schedules for Borough Council and Boards & Commissions**

Ms. Cecco reviewed the proposed 2020 meeting schedules for Borough Council and Borough Boards and Commissions. Council requested that the Work Session in July be removed from the meeting schedule for Borough Council.

**b.) Consider approving a Request for Qualifications (RFQ) for Sewer System Sale Exploration**

Ms. Cecco stated that approving an RFQ is the next step in the due diligence process for potential sale of the sewer system. She explained that the purpose of the RFQ is to provide prospective proposers an opportunity to formally express their interest in bidding on Conshohocken's sanitary sewer collection and conveyance system assets.

**c.) Consider appointing special legal counsel in conjunction with the RFQ for Sewer Sale System Exploration**

Ms. Cecco inquired about the selection of a firm to serve as Special Counsel to the Borough in connection with the potential monetization of its sewer system. Council requested that firms be interviewed.

**d.) Consider approving Resolution 2019-27 authorizing the disposal of records as recommended by Administration and permissible per the PA Municipal Records Manual**

Ms. Cecco shared that each department has reviewed and identified records that no longer need to be retained pursuant to Borough guidelines and the requirements of the Pennsylvania Municipal Records Manual. She stated that Administration is requesting authorization to dispose of those records at a not to exceed cost of \$2,000.00.

**Ms. Leonard made a motion to approve Resolution 2019-27 authorizing the disposal of records as recommended by Administration and permissible per the PA Municipal Records Manual, seconded by Ms. Tutino. The motion carried 7-0.**

**e.) Consider approving 204 East Eighth Avenue financial security release no. 1 in the amount of \$30,336.30**

Ms. Cecco shared that the Borough Engineer inspected the completed site improvements and prepared a recommended escrow release for approval by Borough Council.

**Ms. Barton made a motion to approve the financial security release for 204 East Eighth Avenue in the amount of \$30,336.30, seconded by Mr. Griffin. The motion carried 7-0.**

**f.) Consider authorizing issuance of an RFP for consulting services for the Housing Rehabilitation Program**

Ms. Cecco stated that the consulting contracts for the Rehabilitation Program's Intake Coordinator and Environmental Testing Services will expire in March 2020. She explained that in order to operate the Rehabilitation Program without interruption, it is necessary to re-procure these services in 2020 through the issuance of an RFP.

**Ms. Sokolowski made a motion to authorize issuance of a Request for Proposal for consulting services for the Housing Rehabilitation Program, seconded by Mr. Stokley. The motion carried 7-0.**

**g.) Consider approving a fee waiver request, Penn State Thon Fundraiser**

Ms. Cecco shared that Penn State students are requesting a fee waiver for use of the gymnasium to hold a three-on-three basketball tournament to raise money for Penn State's Dance Marathon (THON).

**Ms. Barton made a motion to approve a fee waiver request for a Penn State Thon Fundraiser, seconded by Mr. Stokley. The motion carried 7-0.**

**h.) Consider approving a special event request, Christmas Parranda**

Ms. Cecco shared that administration received a special event request from the Hispanic Heritage Association of Southeastern PA to host a Christmas Parranda along Fayette Street on Saturday, December 21, 2019. She provided details for the event and asked Council to consider approving the request.

**Ms. Leonard made a motion to approve a special event request from the Hispanic Heritage Association of Southeastern PA to hold a Christmas Parranda along Fayette Street on December 21, 2019, seconded by Ms. Sokolowski. The motion carried 7-0.**

#### DEPARTMENT MATTERS

There were no department matters.

#### LEGAL MATTERS

There were no legal matters.

#### COUNCIL MEMBER AND MAYOR MATTERS

##### a.) **Parking Task Force Update (Council Member Stokley & Council Member Tutino)**

Ms. Tutino provided an update on initiatives of the Parking Task Force relative to alternative parking options for construction vehicles in the Commercial District. Ms. Cecco presented three (3) alternative parking options. Council agreed to pursue all three (3) options. The option to utilize the Public Services 7<sup>th</sup> Avenue Garage was discussed in more detail. Ms. Cecco explained that modifications, such as fencing and curb cuts, have been completed that could accommodate contractor vehicles. She recommended charging the construction company \$2,000.00 per month for use of the lot. **Ms. Sokolowski made a motion to authorize use of Public Services 7<sup>th</sup> Avenue Garage as temporary parking for construction vehicles, seconded by Ms. Leonard. Motion carried 6-1. Ms. Barton opposed.**

Ms. Cecco discussed another initiative of the Parking Task Force regarding establishing residential permit parking on Maple Street between West 1<sup>st</sup> Avenue and West 5<sup>th</sup> Avenue. Mayor Aronson asked Council to consider narrowing the scope of the proposed district or creating parking time limits in some areas to accommodate patrons of Guppy's Good Times and the St. Mary and St. Mercurius Coptic Orthodox Church.

#### PUBLIC COMMENT

Mayor Aronson thanked all parties responsible for making the Christmas Tree Lighting a success. He shared that the Conshohocken VFW is hosting Selfies with Santa on December 14, 2019. He also shared that Winter Wonderland is Saturday, December 14, 2019 at the Community Center.

Ms. Leonard announced that Wreaths Across America is Saturday, December 14, 2019 at St. Matthew's Cemetery.

Scott Langstein, 200 West Elm Street, discussed concerns relative to the proposed residential permit parking on Maple Street, specifically restaurant patrons parking in the Grande parking lot. He also voiced concerns about the privatization of the sewer system resulting in substantial rate increases for residents.

John Costello, 431 East 5<sup>th</sup> Avenue, reminded Council that parking accommodations would need to be made for craft employees on the construction site.

#### ADJOURNMENT

The meeting was adjourned at 9:39 PM.

Respectfully Submitted,

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Stephanie Cecco,  
Borough Secretary