

Cecil Township Municipal Authority  
Monthly Meeting  
October 7, 2004

The Cecil Township Municipal Authority held its' regular monthly meeting on Thursday, October 7, 2004 at the Cecil Township Municipal Building. Chairman Donald Gennuso called the meeting to order at 7:30 PM with Donald Teyssier, Stephanie Lucchino, Adam Ferragonio and George Elish present. Also present was Dan Deiseroth, Gateway Engineers; W. Patric Boyer, Solicitor - Eckert Seamans Cherin & Mellott LLC; Walter O'Shinski P.E. and Dennis Bell, Administrator.

MINUTES OF SEPTEMBER 2, 2004

The Board approved by unanimous vote the minutes of the September 2, 2004 meeting on motion by Adam Ferragonio and second by Stephanie Lucchino.

ENGINEER'S REPORT

UPDATE ON LAWRENCE ACT 537 STUDY

Mr. Dan Deiseroth updated the Board on the Lawrence study. He stated a letter has been received from Pennsylvania Natural Diversity Index stating no endangered species in the project area. He stated the Pennsylvania Historical and Archeological Commission indicated that there may be significant resources in the study area and has requested a Phase I-A investigation. Dan Deiseroth solicited bids to conduct a Phase 1-A investigation. Two companies provided bids.

The Board on unanimous vote on motion by Donald Teyssier and second by Stephanie Lucchino authorized a Phase 1-A Archeological study by Big Blue Archeological Research Inc for \$2,650.00.

Dan Deiseroth stated a discussion was held with Peters Township Sanitary Authority for their available capacity at the Brush Run Treatment plant. Peters Township Sanitary Authority offered a positive response but details would need to be worked out.

Dan Deiseroth stated major flooding occurred in the Lawrence area. He stated a meeting with the township is needed to review damage and flood elevation. The effects of the recent storm may determine the flood plain from Chartiers Creek. He stated work continues on laying out the various alternatives and determining costs for each alternative.

## UPDATE OF SOUTHPOINTE INTERCEPTOR STUDY

Dan Deiseroth stated a meeting was held with Walter O'Shinski and Andy Blenko on September 29, 2004. The overall approach to the project was discussed and what information was available. A review of existing files to obtain pertinent information to assist on the project and obtaining information from the developers regarding projected flows is underway. The initial focus is looking at the Morganza Road and Hendersonville Road areas to determine how those areas could be best serviced either through Canonsburg-Houston treatment plant or a new treatment plant.

## UPDATE ON MILLER'S RUN PROJECT

Dan Deiseroth stated the Board meet at a special meeting with the Cecil Township Board of Supervisors on October 6, 2004. Information was provided to the supervisors regarding the estimated project costs. He stated the current information received from Mike McCaig - PNC Capital Markets needs to be reviewed by the staff. He stated Gateway Engineers is ready to go to bid, but needs information from KLH Engineers for the treatment plant and pump stations.

Kevin Hoffman - KLH Engineers discussed with the Board the status of the bid documents being prepared by Mack Industries for the treatment plant and pump stations. He stated KLH Engineers notified Mack Industries in a memorandum dated August 27, 2004 advising Mack Industries that the information presented was incomplete. He stated Mack Industries and their subcontractors did not comply with the interim schedule and the bid documents were received two days late and required additional work.

Kevin Hoffman advised the Board of a September 22, 2004 letter to Mack Industries and their responses in letters dated September 29 and October 4, 2004. Mack Industries stated in their letters that they are committed to completing the bid documents as contracted. Mack Industries did not provide any specific time frame beyond supplying submittals to KLH for their review by October 11, 2004. KLH will continue to work with Mack Industries to obtain biddable documents.

Donald Gennuso questioned the delay and the affect on the bid schedule. Kevin Hoffman stated a seven to thirty day delay is probable. Donald Gennuso questioned Dan Deiseroth on expediting the bids by going to bid on the collector and interceptor sewer lines. Walter O'Shinski stated there is no advantage to bidding the sewers before the treatment facilities. Kevin Hoffman stated the treatment plant and pump stations have the longest construction timeline. Dan Deiseroth stated the delay would not prevent the construction from beginning in March/April 2005. Kevin Hoffman stated that we need good construction documents.

A contingency plan was discussed and Kevin Hoffman stated no plan has been considered at this point. Donald Gennuso requested that KLH Engineers closely manage the issues with Mack Industries and that we should move as aggressively as possible.

Dan Deiseroth stated that all Highway Occupancy Permits have been obtained. He stated the E & S Plan was approved and that the PA DEP general permits have been approved.

Dan Deiseroth stated the Authority's plan for the treatment plant and pump station sites will be presented to the Cecil Township Planning Commission on October 14, 2004. Dan Deiseroth will present to the Board and he suggested a member of the Authority's board be present.

Dan Deiseroth stated the right of way easements have been prepared for approximately 400 customers. He stated the work would be finalized and ready for mailing the week of October 11, 2004. The package to be mailed includes a cover letter, easement legal document, legal description for the property and a plot plan.

## SOLICITOR REPORT

### DISCUSS LETTER RECEIVED FROM RICHARD MANSON

Patric Boyer discussed a letter received from Richard Manson, a Ridgewood Heights resident. Pat Boyer stated Thomas Casciola will have to write and petition the P.U.C. for their approval to abandon his treatment plant. Donald Gennuso requested Patric Boyer prepare a letter to Mr. Richard Manson. He also requested a letter be written to Thomas Casciola suggesting he petition the P.U.C. for his plant to be abandoned. Donald Gennuso requested that Patric Boyer continue to manage the issue presented by Richard Manson.

## BUSINESS MANAGER'S REPORT

### AUTHORIZE REINVESTMENT OF CD # 01-3-011061 & CD # 01-3-01536

The Board by unanimous vote on motion by Adam Ferragonio and second by Stephanie Lucchino authorized reinvesting CD # 01-3-011061 valued at \$304,459.63 and CD # 01-3-011536 valued at \$770,764.94 for one year at the interest rate of 4.11% with a yield of 4.25%.

## AUTHORIZE RELEASE OF DEVELOPER ESCROW FUNDS TO JOSEPH TEODORI - OAK LEAF PARK

The Board by unanimous vote on motion by Donald Teyssier and second by George Elish authorized releasing the balance of \$2,150.00 from the developer escrow account to Joseph Teodori for the Oak Leaf Park plan.

## AUTHORIZE CREDIT TO LAKEVIEW CHRISTIAN LIFE CHURCH

The Board on unanimous vote on motion by George Elish and second by Donald Teyssier authorized a credit of 222,000 gallons of water valued at \$1,387.50 for a waterline break on their property in June 2004.

## REPORT ON 2004 FLOOD DAMAGE LOSS

Dennis Bell advised the Board that nine storage boxes were lost in the flood. He stated the boxes were stored in the old township building. The building received extensive damage and that records from various township departments were also lost. He stated the storage boxes were not stored on shelving. George Elish suggested a policy for document destruction thereby keeping just the required documents in storage. George Elish inquired as to who has access to the file storage area and the possibility of storing the documents at an off-site facility.

## 2004 WAGE/BENEFIT SURVEY

Dennis Bell presented to the Board a summary of the Wage/Benefit survey completed with seventeen local Municipal Authorities participating. He stated the Authority does not permit sick day accrual and/or buy back which is common among other Authorities. George Elish stated that the Authority has a short-term disability policy and any accrual program should be tied to the short-term disability policy. Dennis Bell stated the plant operator hourly wage is low in relation to the other Authorities. Donald Gennuso stated years of employment may be a factor and would need to be examined. George Elish stated an annual review would be the appropriate time for change in compensation.

## AUGUST 2004 FINANCIAL REPORT

Dennis Bell discussed the financials for August 2004. The total customers billed were 1754. The user fees billed were \$96,746.33 on usage consumption of 13,140,700 gallons. Collections totaled \$82,231.85. The expenses for August were \$50,033.08. The extraordinary income on the August 2004 is quarterly interest income on Millers Run funds of 13,543.79 and tap-in fees collected of \$6,861.

Dennis Bell reported Landlord Notices were mailed on August 10, 2004. Forty-two customers were issued letters for a total of \$2,533.16 in unpaid past due wastewater bills.

Dennis Bell stated five income accounts were over budget by a total of \$125,351.5, of which, \$76,705 related to the Millers Run project and not budgeted. In addition, three expense accounts were over budget by \$896.

#### CORRESPONDENCE

Correspondence for the month was reviewed for filing.

#### PAYING OF EXPENSES/TRANSFER OF FUNDS, ETC.

A unanimous vote on motion by Donald Teyssier and second by George Elish the Board authorized payment of expenses and transfers as follows.

Brush Run Expense/Transfer MM to Checking  
Teodori Expenses/Transfer MM to Checking  
Southpointe Expenses/Transfer MM to Checking  
CherryBrook Expenses/Transfer MM to Checking  
Gilmore Expenses/ACH Debit and PNC Requisition  
Employee Time Reports/Payroll  
941 E Tax Deposit  
Payment of Invoices  
Discharge Monitoring Reports were approved for submission to the PA DEP.

#### COMMENTS FROM THE FLOOR

#### ADJOURNMENT

There being no other business on unanimous vote on motion by Adam Ferragonio and second by George Elish the meeting was adjourned at 8:45 PM. The next regular meeting is scheduled for Thursday, November 4, 2004 at 7:30 PM.

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Secretary