

Cecil Township Municipal Authority
Monthly Meeting
December 2, 2004

The Cecil Township Municipal Authority held its' regular monthly meeting on Thursday, December 2, 2004 at the Cecil Township Municipal Building. Chairman Donald Gennuso called the meeting to order at 7:30 PM with Stephanie Lucchino and George Elish present. Absent were Adam Ferragonio excused for a work schedule and Donald Teyssier due to illness. Also present were Dan Deiseroth, Gateway Engineers; W. Patric Boyer, Solicitor - Eckert Seamans Cherin & Mellott LLC; Walter O'Shinski P.E. and Dennis Bell, Administrator.

MINUTES OF NOVEMBER 17, 2004

The Board approved by unanimous vote the minutes of the November 17, 2004 meeting on motion by Stephanie Lucchino and second by George Elish.

ENGINEER'S REPORT

UPDATE ON LAWRENCE 537 STUDY

Dan Deiseroth advised the Board that cost estimates have been updated and work is being completed on various alternatives for the Board to consider. He stated a meeting was held with PennDot on building sanitary lines to the Peters Township Brush Run treatment plant. A draft report will be available for the Board to review within 30 to 45 days.

George Elish inquired on providing sewer service to four existing homes located along Georgetown Road. Walter O'Shinski stated the planning module was given to the township and Lillian Veres confirmed it was signed and forwarded to PA DEP for their approval. Walter O'Shinski stated a final design would have to be completed and the sanitary line servicing the Brooks & Blair development would have to be completed, tested and accepted by the Authority. A target date for the four homes to tap-in would be Spring 2005.

Phyllis Zaccarino addressed the Board if and when tap-ins for the 100 homes that can flow by gravity to the Teodori STP would be permitted to tap-in. She also questioned what types of systems the homes that were heavily damaged by the flooding had. Dan Deiseroth stated the entire village of Lawrence is being evaluated in the 537 Study. He stated that several treatment options would be included in the draft report. He

stated options would be expansion of the Teodori STP, construction of a new plant and pumping to the Peters Township treatment plant. All existing homes have either on-lot systems or are connected to wildcat sewers.

UPDATE OF SOUTHPOINTE INTERCEPTOR STUDY

Dan Deiseroth stated water usage and flow data will be used to evaluate the existing conditions in Southpointe. The study will also encompass the area outside of Southpointe to include the Morganza Road area, Hendersonville and Western Center property. The options may include a parallel interceptor line, pump stations and force main. A draft of this study should be available by the next meeting.

UPDATE ON MILLER'S RUN PROJECT

Dan Deiseroth stated KLH and Mack Industries are progressing with a final design for the treatment plant and pump stations. He stated the sanitary line contracts will be advertised for bids on December 20, 2004 and the plant and pump station bid advertisement will be published on January 3, 2005. A pre-bid meeting will be held on January 21, 2005. The bids will be opened on February 4, 2005.

Kevin Hoffman addressed the Board on the progress made by Mack Industries on the treatment plant and pump station designs. He stated the plans are significantly improved from the plans previously reviewed by KLH. He stated KLH would honor their contract for completing the plans. He stated moving forward during the next two weeks, KLH and Mack Industries would have daily conference calls for establishing progress being made.

Kevin Hoffman requested the previous proposal for additional bid services be tabled at this time. He requested the Authority consider giving additional compensation to KLH for additional work that may be required on their part if Mack Industries does not complete their design work. Donald Gennuso suggested giving Walter O'Shinski authority to give the approvals for the additional work.

Stephanie Lucchino motioned to give Walter O'Shinski the authority to approve extra design work for KLH Engineers in the amount not to exceed \$10,000 so that the Millers Run project may proceed on schedule. The motion failed due to a lack of a second.

AUTHORIZE RESOLUTION UPDATING THE STANDARD FOR SANITARY SEWER CONSTRUCTION

Walter O'Shinski advised the Board that a resolution adopting standards for sanitary sewer construction must be approved prior to January 1, 2005 to enable authorities to impose standards more stringent than those contained in the uniform construction code. He suggested the following revision be added to the existing standards – a Sight T be installed on the private lateral sewer lines, the lateral sewer lines be installed at a minimum depth of 42 inches and that the line be bedded and backfilled with aggregate stone.

The Board on unanimous vote on motion by George Elish and second by Stephanie Lucchino authorized Resolution Number 7 of 2004 adopting the Standards For Construction.

SOLICITOR REPORT

NOTHING TO REPORT

BUSINESS MANAGER'S REPORT

UPDATE ON RIGHT OF WAY EASEMENTS – MILLERS RUN PROJECT

Dennis Bell stated that 191 right of way easement documents were received with 113 recorded as of December 2, 2004. Dan Deiseroth suggested to the Board that a second letter be mailed extending the due date in January 2005.

Jeff Mitchell inquired why the assessment and tap-in fees were not disclosed in the easement mailing. He also inquired as to how the front foot assessments will be calculated. Dan Deiseroth stated the assessment rules were adopted and a copy is available from the Authority's office. Dan Deiseroth stated that the appropriate fees would be determined once the bids are opened.

DISCUSS REQUEST FROM CECIL TOWNSHIP FOR A MEETING WITH RIDGEWOOD HEIGHTS RESIDENTS

The Board agreed to hold a workshop meeting with the Board of Supervisors and the Ridgewood Heights residents on Monday, December 13, 2004 at 7:00 PM in the township meeting room. The meeting will be advertised.

ANNOUNCE JANUARY 2005 REORGANIZATION MEETING DATE

Dennis Bell announced that the township will reorganized on January 3, 2005. The Authority will hold their reorganization meeting on Thursday, January 6, 2005 at 7:30 PM.

DISCUSS 2005 BUDGET PROPOSAL

Dennis Bell presented to the Board the proposed 2005 budget.

Salaries and Benefits reflect an additional full-time administrative employee. Donald Gennuso suggested that the amount budgeted be prorated based on an estimated start date.

Dennis Bell suggested the Office Equipment account be increased to \$15,000 from \$5,200. The amount is for an office desk, chair, file cabinet, computer and copier machine. An adjustment will be made to the account.

Dennis Bell stated a Capital Budget for the Millers Run project would be adopted. He further stated the 2004 bond interest expense on Millers Run is included in operating expenses.

OCTOBER 2004 FINANCIAL REPORT

Dennis Bell discussed the financials for October 2004. The total customers billed were 1768. The user fees billed were \$79,745.80 on usage consumption of 10,431,200 gallons. Collections totaled \$87,287.78. The expenses for October were \$47,621.14. The extraordinary income on the October 2004 is interest income on Millers Run construction funds of \$11,137.46 and tap-in fees collected of \$23,150.

Dennis Bell reported landlord notices were mailed on November 8, 2004. Forty-eight customers were issued letters for a total of \$3,875.00 in unpaid past due wastewater bills.

CORRESPONDENCE

No comments from the Board.

PAYING OF EXPENSES/TRANSFER OF FUNDS, ETC.

A unanimous vote on motion by Stephanie Lucchino 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

Mr. Pete Briselli of 6 Jupiter Street, Cecil PA stated that he had difficulty signing a right of way with no accurate amount for the front footage and tap in fees. Dan Deiseroth stated the figures would be available in March/April 2005. Dan Deiseroth stated the assessment rule being used in available in the Authority's office.

ADJOURNMENT

There being no other business on unanimous vote on motion by Stephanie Lucchino and second by George Elish the meeting was adjourned at 9:00 PM. The next regular meeting is scheduled for Thursday, January 6, 2005 at 7:30 PM.

Secretary