

Cecil Township Municipal Authority
Monthly and Special Workshop Meeting
February 8, 2005

The Cecil Township Municipal Authority held its' regular monthly meeting on Tuesday, February 8, 2005 at the Cecil Township Municipal Building. Chairman Donald Gennuso called the meeting to order at 6:35 PM with Stephanie Lucchino, Adam Ferragonio and George Elish present. Donald Teyssier was reported absent due to a hospitalization. Also present was W. Patric Boyer, Eckert Seamans Cherin & Mellott LLC; Dan Deiseroth, Gateway Engineers; Walter O'Shinski P.E. and Dennis Bell, Administrator.

PRESENTATION ON TAP-IN AND FRONT FOOTAGE ASSESSMENT FEES

Mr. Dan Deiseroth presented to the Board a status report on the Millers Run project. He advised the Board that 330 right of way easements have been recorded with work continuing on obtaining the remainder of the easements.

He discussed the report detailing the calculations for setting the tap-in and front foot assessment fees. He stated the tap-in fee per EDU are permissible per Act 57 and that the tap-in fees were set lower than the amount permitted by law. He stated the tap-in fee has four components – capacity, collection, connection and special purpose. The tap-in fee established was \$4,000.00 for all properties not in a public system. The tap-in fee for Ridgewood Heights was set at \$3,000.00. A discount of 10% if paid in 60 days is applicable for both.

Mr. Dan Deiseroth stated the front foot assessment fee is set at \$25.00 per lineal foot on an adjusted front footage. He stated the Board of Supervisors would have to act and pass a resolution authorizing the Rules for Assessment and the front foot assessment fee.

Phyllis Zaccarino inquired on how many companies received bid packages. She inquired if her recommendation was given consideration on increasing the current Authority's customer monthly fee to cover the Millers Run project costs. Donald Gennuso stated it was premature to discuss the issue until the actual bids are opened. He stated all options would be considered.

The meeting was opened to answer citizen questions and comments. The dialogue continued for approximately one hour and fifteen minutes or until 8:10 PM.

MINUTES OF JANUARY 6, 2005

The Board approved by unanimous vote the minutes of the January 6, 2005 regular meeting on motion by George Elish and second by Stephanie Lucchino.

ENGINEER'S REPORT

WASTELOAD MANAGEMENT REPORT – TEODORI AND CHERRYBROOK

Walter O'Shinski discussed the annual waste load management report for the Teodori STP and Cherrybrook STP. The Board approved by unanimous vote authorizing signing the report and submitted it to PA DEP on motion by Adam Ferragonio and second by Stephanie Lucchino.

REQUEST FOR ENCROACHMENT INTO SANITARY LINE – BROOKS & BLAIR HOMES

Walter O'Shinski stated that Brooks & Blair Homes have requested permission to build a brick privacy wall along Georgetown Road, Lawrence PA to help buffer traffic noise. He stated the developer would sign an encroachment agreement and indemnify the Authority for all issues regarding future maintenance on the sanitary sewer line in the area. The Board approved by unanimous vote on motion by George Elish and second by Adam Ferragonio authorized the construction of the privacy wall upon an executed encroachment and indemnification agreement.

AUTHORIZE ACCEPTANCE OF SANITARY SEWER LINES – ALTO PIANO PHASE 5 & 7

The Board by unanimous vote on motion by Stephanie Lucchino and second by George Elish authorized acceptance of the sanitary sewer lines for Alto Piano Phase 5 & 7.

UPDATE ON SOUTHPOINTE STUDY

Dan Deiseroth stated the Southpointe Study was completed and mailed to the developers. He suggested a meeting to present the findings to the developers and the Board. A meeting was scheduled for Wednesday, February 23, 2005 at 7:00 PM. Donald Gennuso suggested a discussion on the Brush Run interceptor and Lawrence 537 Study should also be on the agenda. Walter O'Shinski requested authorization to submit the Brush Run and the Southpointe studies to Canonsburg-Houston Joint Authority prior to the Board's review. He stated the CHJA Board would have to agree to a change in the service agreement.

There was no objection to releasing the documents.

UPDATE ON LAWRENCE 537 STUDY

Dan Deiseroth stated no response has been received from Peters Township Sanitary Authority for treatment capability. Dan Deiseroth will report to the Board on the Lawrence study at the February 23, 2005 meeting.

UPDATE ON MILLER'S RUN PROJECT

Dan Deiseroth stated that during the pre-bid meeting several questions needed clarification. One question was the timeline for the Authority paying a contractor for materials i.e. pipe after the contractor has completed the installation. Under our normal practice, a period of thirty days after installation is required for mandrill testing on the line. It is feasible that a contractor could wait up to sixty days from installation before receiving payment for the work completed. Dan Deiseroth suggested the Board pay for seventy-five percent upon installation and the balance to be paid after the mandrill test are completed.

Dan Deiseroth stated another question was related to rock. He stated contractors could blast provided the work is completed following state regulations regarding blasting.

Dan Deiseroth suggested that the bids could be staggered thereby eliminating the matrix. Donald Gennuso stated the matrix would be the best method of handling the bids.

Dan Deiseroth stated the next pre-bid meeting is February 15, 2005 for the treatment plant and pump stations. Kevin Hoffman will present the information.

SOLICITOR REPORT

Patric Boyer advised the Board that Washington County Authority has requested the Board authorize signing an amendment to the Southpointe II grant application. The Board on unanimous vote on motion by Stephanie Lucchino and second by Adam Ferragonio authorized the signing of the revised amendment.

BUSINESS MANAGER'S REPORT

UPDATE ON RIGHT OF WAY EASEMENTS – MILLERS RUN PROJECT

Dennis Bell stated that 330 right of way easement documents were recorded as of February 8, 2005. He further stated that telephone calls have been made to customers where we have had no contact. Several residents responded by providing us with their easement, while others have made appointments to discuss their easement. The calls were made during the normal business day thereby not requiring any additional employee pay as previously approved by the Board.

AUTHORIZE SIGNING PRE-DEVELOPER AGREEMENT – HEARTWOOD FARMS PHASE 3

The Board on unanimous vote on motion by Stephanie Lucchino and second by George Elish authorized signing a pre-developer agreement with Mr. Woody Welsch, Brimark Associates for Heartwood Farms Phase 3. Dennis Bell stated developer escrow funds have been deposited for this project.

DECEMBER 2004 FINANCIAL REPORT

Dennis Bell discussed the financials for December 2004. The total customers billed were 1766. The user fees billed were \$82,963.00 on usage consumption of 10,524,200 gallons. Collections totaled \$62,635.00. The expenses for December 2004 were \$91,455.00, which included \$41,666.00 booked in December and paid in January 2005. The developer escrow accounts were charged \$38,443.00 for expenses related to various sewer projects in 2004. The extraordinary income on the December 2004 financial statement included quarterly interest income of \$29,475.00, interest income of \$11,175.00 on construction funds for the Millers Run project and pre-paid tap-in fees of \$24,074.00.

Dennis Bell reported quarterly reminder notices were mailed on January 3, 2005. Eighty-seven customers were issued letters for a total of \$12,879.00 in unpaid past due wastewater bills.

CORRESPONDENCE

Correspondence for the month was reviewed for filing. Donald Gennuso commented on the letter written to PA DEP requesting a meeting to discuss the Millers Run project. Walter O'Shinski stated the letter was mailed on Friday, February 4, 2005. He stated it would be a few weeks before a response will be received. George Elish commented on the work completed by Stephanie Lucchino on the benefit package and the employee handbook. He requested the March 2005 agenda include an Executive Session to discuss these two issues.

PAYING OF EXPENSES/TRANSFER OF FUNDS, ETC.

A unanimous vote on motion by George Elish and second by Stephanie Lucchino 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

No comments were received.

ADJOURNMENT

There being no other business by unanimous vote on motion by Adam Ferragonio and second by George Elish the meeting was adjourned at 9:00 PM. The next regular meeting is scheduled for Thursday, March 3, 2005 at 7:30 PM.

Secretary