

Cecil Township Municipal Authority
Monthly Meeting
February 7, 2008

The Cecil Township Municipal Authority held its' regular monthly meeting on Thursday, February 7, 2008 at the Cecil Township Municipal Building. Chairman Donald Gennuso called the meeting to order at 7:30 PM with Stephanie Lucchino, Kenneth Heirendt and Blane Volovich present. Absent was George Elish. Also present was Romel Nicholas, Gaitens, Tucceri and Nicholas; Eric Tissue, KLH Engineers; Walter O'Shinski P.E. and Dennis Bell, Administrator.

MINUTES OF JANUARY 3, 2008 AND JANUARY 15, 2008

The Board on unanimous vote on motion by Blane Volovich and second by Kenneth Heirendt approved the minutes of the regular meeting of January 3, 2008 and the financial workshop meeting of January 15, 2008.

ENGINEER REPORT

ADVERTISE FOR BIDS – CASCIOLA & WINDSOR WOODS SEWER EXTENSIONS

Scott Rusmisl discussed advertising for the construction of sewer lines to connect the Casciola and Windsor Woods plans. The legal advertisement would be published in the February 15 and 19, 2008 newspaper with the bid opening on March 5, 2008 at 11:00 AM. The Board on unanimous vote on motion by Stephanie Lucchino and second by Blane Volovich authorized the construction legal advertisement.

AS BUILT PLAN STATUS REPORT AND DEED REVIEW

Walter O'Shinski updated the Board on the status of the as-built plans for the Millers Run project. He stated that only ten manholes need to be located to finalize this phase of the project. He further stated that the invert elevations of the manholes need to be established. He stated that most of the work to date has been concentrated on the Casciola System sewer lines. He stated that some sanitary sewers were constructed outside of the easements and the next steps would be to pull the individual property deeds to review any specific easement language that may be present.

The Board on unanimous vote on motion by Kenneth Heirendt and second by Blane Volovich authorized Gannett Fleming to complete the necessary deed review at a cost not to exceed \$1,000.00.

COMMENTS FROM THE FLOOR

Glenn Alterio, Solicitor for the Canonsburg-Houston Joint Authority addressed the Board and introduced Rob Lucas, a CHJA board member. He inquired on the status of the service agreement and the importance of getting a new service agreement signed. He stated the CHJA 537

Study cannot be forwarded to PA DEP until the service agreements are signed. He suggested a joint workshop meeting be scheduled to complete the agreement. Donald Gennuso suggested that Romel Nicholas schedule a meeting with the CHJA staff to resolve any outstanding issues and report back to the Board. Romel Nicholas stated he would schedule the meeting. Michael Alterio, Chairman of the Canonsburg-Houston Joint Authority introduced himself to the Board.

ESTABLISH TAP-IN FEES

Future Residential Customers Utilizing Casciola and Windsor Woods Collection System

The Board on unanimous vote on motion by Kenneth Heirendt and second by Stephanie Lucchino authorized the tap-in fee to be \$5,000 per Equivalent Dwelling Unit (EDU).

Existing Commercial/Industrial Customers Utilizing Casciola and Windsor Woods Collection System

The Board on unanimous vote on motion by Kenneth Heirendt and second by Stephanie Lucchino authorized the tap-in fee to be \$3,975 per EDU with a special purpose fee of \$4,753 per pound of excess BOD and a \$300 discount if paid within 60 days from April 1, 2008.

Future Commercial/Industrial Customers Utilizing Casciola and Windsor Woods Collection System

The Board on unanimous vote on motion by Kenneth Heirendt and second by Stephanie Lucchino authorized the tap-in fee to be \$4,225 per EDU with a special purpose fee of \$4,753 per pound of excess BOD.

Existing Commercial/Industrial Customers Utilizing The New Millers Run System

The Board on unanimous vote on motion by Kenneth Heirendt and second by Blane Volovich authorized the tap-in fee to be \$7,000 per EDU with a special purpose fee of \$4,753 per pound of excess BOD and a \$300 discount if paid within 60 days from April 1, 2008.

Future Commercial Customers Utilizing The New Millers Run System

The Board on unanimous vote on motion by Blane Volovich and second by Kenneth Heirendt authorized the tap-in fee to be \$7,900 per EDU with a special purpose fee of \$4,753 per pound of excess BOD.

ESTABLISH COMMERCIAL USER RATES

The Board on unanimous vote on motion by Stephanie Lucchino and second by Blane Volovich authorized the commercial user rate to be \$7.75 per 1,000 gallons of water used in all service areas.

UPDATE ON MILLERS RUN PROJECT

Scott Rusmisl discussed his monthly report with the Board. He stated final inspections have been completed and that a punch list was issued. He stated that flushing on the lines would begin the week of February 11, 2008. He further stated that the interceptor would be inspected after the flushing. He stated that the wetlands have been identified for the Fleehar system sewer extension. He stated that one highway occupancy permit and general permits are being processed.

Mike Sherrieb discussed his monthly report with the Board. He stated that the WWTP is 85% completed and that the pumping stations are 97% completed. He stated the grit building has been repaired with fifteen steel column underpins and that a brick mason will complete the repairs. He stated the schedule is being revised for a startup date. He stated he estimated completed to be the first week of April 2008.

The Board on unanimous vote on motion by Stephanie Lucchino and second by Blane Volovich authorized the following payments:

Pay Request # 16 to Kranick Environment totaling \$20,121.95 for work completed on the WWTP contract.

Pay Request # 10 to Wagner Electric totaling \$28,547.50 for work completed on the WWTP electrical contract.

Pay Request # 10 to Lone Pine Contruction totaling \$41,370.00 for work completed on the Pump Station mechanical contract.

REQUEST FROM JOSEPH PERRI FOR BOND RELEASE

Walter O'Shinski discussed with the Board a request from Joseph Perri, developer of Windsor Woods for release of a performance bond maturing in March 2008. He stated that after consulting with Romel Nicholas the bond need not be renewed with the condition that Mr. Perri complete the necessary repairs stated in a punch list previously provided to him.

The Board on unanimous vote on motion by Kenneth Heirendt and second by Stephanie Lucchino authorized release of the performance bond contingent on the repairs stated on a punch list be completed.

Walter O'Shinski stated that a transfer of easements to the Authority for the properties located in the Windsor Woods plan must be provided prior to acceptance of this system. The solicitor will prepare this document.

REQUEST FROM DONALD HERMAN FOR BOND RELEASE – PRISTINE FIELDS

Walter O'Shinski discussed with the Board a request from Donald Herman for release of a maintenance bond for Pristine Fields. He stated six manholes were damaged and Ryan Homes

agreed to make the necessary repairs. The Board on unanimous vote on motion by Kenneth Heirendt and second by Stephanie Lucchino authorized release of the maintenance bond for Pristine Fields.

SOLICITOR REPORT

Romel Nicholas presented the monthly report to the Board. He stated that the gas line mismarkings issue would be discussed in Executive Session.

BUSINESS MANAGERS REPORT

AUTHORIZE ADVERTISING FOR PART-TIME OFFICE CUSTOMER SERVICE REP AND FULL TIME PLANT OPERATOR

The Board on unanimous vote on motion by Blane Volovich and second by Kenneth Heirendt authorized advertising for a part-time office customer service representative and a plant operator.

AUTHORIZE RESOLUTION 2-2008 APPROVING STAFF SALARIES FOR 2008

The Board on unanimous vote on motion by Blane Volovich and second by Stephanie Lucchino authorized Resolution 2-2008 approving the staff salaries for 2008.

AUTHORIZE EXPENSE REIMBURSEMENT POLICY FEE SCHEDULE

The Board on unanimous vote on motion by Kenneth Heirendt and second by Blane Volovich authorized the expense reimbursement policy fee schedule effective on January 1, 2008.

DISCUSS MAILING TO PROPERTY OWNERS IN THE MILLERS RUN PROJECT

The Board on unanimous vote on motion by Kenneth Heirendt and second by Blane Volovich authorized a letter be mailed to property owners providing information on the tap-in fees and monthly user fees.

WASHINGTON COUNTY LOCAL SHARE FUND

Dennis Bell advised the Board that Walter O'Shinski and he presented the Authority's two project for funding to the Washington County Local Share committee on Friday, February 1, 2008. He stated the project being recommended for funding would be decided by the end of March 2008. The Authority projects are the Lawrence 537 Study and the Elm Drive/McConnell Road Sewer Extension

DISCUSS DECEMBER 2007 FINANCIAL REPORT

Dennis Bell discussed the financials for December 2007. The total customers billed were 1895. The user fees billed were \$102,254.99 on usage consumption of 11,724,200 gallons. Collections totaled \$116,426.17. The expenses paid for December were \$47,383.14. The extraordinary income on the December 2007 financial statement included interest income of \$5,648.49 and quarterly interest income of \$27,773.59. Expenses were under budget through December 2007 except in eight accounts totaling an overage in the accounts of \$106,084. The income accounts with variances in December 2007 were user fees over budget by \$162,836; interest income over budget by \$72,159; tap-in fees under budget by \$5,712; and misc. income over budget by \$665. The developer escrow accounts were charged \$44,160.51 for expenses paid in 2007.

CORRESPONDENCE

The correspondence was reviewed for filing.

PAYING OF EXPENSES/TRANSFER OF FUNDS ETC.

A unanimous vote on motion by Kenneth Heirendt and second by Blane Volovich 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

EXECUTIVE SESSION

The Board entered into executive session at 8:45 PM on motion by Stephanie Lucchino and second by Blane Volovich to discuss contract issues, gas line mismarkings and the Fleehler system. The Board returned to the general session at 10:50 PM.

ADJOURNMENT

There being no other business by unanimous vote on motion by Kenneth Heirendt and second by Blane Volovich the meeting was adjourned at 10:51 PM. The next regular meeting is scheduled for Thursday, March 6, 2008 at 7:30 PM.

Secretary _____