

Cecil Township Municipal Authority
Monthly Meeting
March 6, 2008

The Cecil Township Municipal Authority held its' regular monthly meeting on Thursday, March 6, 2008 at the Cecil Township Municipal Building. Chairman Donald Gennuso called the meeting to order at 7:30 PM with Kenneth Heirendt, Blane Volovich and Brian Altland present. Absent was Stephanie Lucchino. Also present was Romel Nicholas, Gaitens, Tucceri and Nicholas; Eric Tissue, KLH Engineers; Walter O'Shinski P.E. and Dennis Bell, Administrator.

APPOINTMENT OF OFFICERS

The Chairman opened nominations for Vice Chairman. Blane Volovich nominated Stephanie Lucchino and Kenneth Heirendt seconded the nomination. By unanimous vote the Board appointed Stephanie Lucchino as Vice Chairman.

MINUTES OF FEBRUARY 7, 2008

The Board on unanimous vote on motion by Kenneth Heirendt and second by Blane Volovich approved the minutes of the regular meeting of February 7, 2008.

ENGINEER REPORT

DISCUSS BIDS – CASCIOLA & WINDSOR WOODS SEWER EXTENSIONS

Scott Rusmisl discussed the ten bids received for the sewer connection contract for Casciola and Windsor Woods. The low bidder was Independent Enterprises at \$44,799.00. Scott Rusmisl recommended the bid be accepted. The contract must be awarded within sixty days advertising for the construction of sewer lines to connect the Casciola and Windsor Woods plans. Walter O'Shinski stated that minor easements are needed in each plan.

The Board on unanimous vote on motion by Kenneth Heirendt and second by Blane Volovich approved awarding the sewer line connection contract for Casciola and Windsor Woods to Independent Enterprises for \$44,799.00.

UPDATE ON MILLERS RUN PROJECT

Scott Rusmisl stated that no pay requests to Merante Contracting and Sitarik Contracting are being requested. He stated that the line flushing has been started and that

the North contract should be completed within one week. He further stated that the Southeast contract should be completed within two weeks. Donald Gennuso stressed the importance to get the work done quickly.

Mike Sherrieb discussed his monthly report with the Board. He stated that the WWTP grit building stabilization underpinning system and masonry work have been completed. He stated a fifty-year warranty against settlement would be provided to the Authority. Kranick Environmental is finalizing a schedule for completion of all remaining tasks as they relate to the start-up testing and operation of the WWTP system. The site work activities required for project completion cannot occur until the site conditions related to the weather improve. Kranick Environmental focus will be on completing the mechanical work. Kranick will advise by March 12, 2008 on the completion date.

Mike Sherrieb stated that KLH Engineers has requested that Allegheny Power energize the electrical system at the WWTP site by March 15, 2008. The sewage grinder and controls have been received at the pumping station and have been partially installed. The contractor is preparing to install the grinder mounting system in the receiving well. He stated that the submersible sewage pumps are scheduled for delivery and installation on March 15, 2008.

Mike Sherrieb requested the Board authorize payment number 17 to Kranick Environmental for \$152,659.87 and payment number 11 to Wagner Electric for \$12,135.30.

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

Pay Request # 17 to Kranick Environment totaling \$152,659.87 for work completed on the WWTP contract.

Pay Request # 11 to Wagner Electric totaling \$12,135.30 for work completed on the WWTP electrical contract.

UPDATE ON MAPLE RIDGE PROJECT AND CONDITIONAL ACCEPTANCE OF THE SYSTEM

Walter O'Shinski updated the Board on the Maple Ridge pump station and sewer line installation. He stated a punch list has been provided to the developer. He stated all of the items should be completed with the exception of the paving and grading work, which has been delayed by the weather. He stated a letter of credit has been provided and requested the Board accept the Maple Ridge pump station and sewer lines contingent on the completion of the punch list items with the exception of the weather related items.

The Board on unanimous vote on motion by Kenneth Heirendt and second by Blane Volovich authorized the acceptance of the Maple Ridge system contingent on the completion of the punch list items and retaining sufficient funds from the letter of credit to complete the weather related items.

CHAPTER 94 REPORTS - TEODORI AND CHERRYBROOK

Walter O'Shinski advised the Board that the annual reports to PA DEP for the Cherrybrook and Teodori STP have been completed for signature by the Chairman and forwarding to the PA DEP.

The Board on unanimous vote on motion by Kenneth Heirendt and second by Blane Volovich authorized submitting the report to PA DEP.

SOLICITOR REPORT

Romel Nicholas presented the monthly report to the Board. He stated a meeting is scheduled for March 19, 2008 with Columbia Gas Company to discuss the mismarkings in the Millers Run project. He stated that A. Merante Contracting has rejected the mediation session with Judge Benson. He requested the adoption of the personnel policy handbook be tabled until the April meeting. He stated that a meeting with North Strabane Township Municipal Authority and Chartiers Township has been scheduled for March 13, 2008.

BUSINESS MANAGERS REPORT

AUTHORIZE OPENING CHECKING ACCOUNT - NATIONAL CITY BANK

The Board on unanimous vote on motion by Blane Volovich and second by Kenneth Heirendt authorized opening an interest earning checking account for the Millers Run project tap-in fees.

AUTHORIZE RESOLUTION 3 - 2008 TAP-IN AND USER RATE FOR MILLERS RUN PROJECT

The Board on unanimous vote on motion by Kenneth Heirendt and second by Blane Volovich authorized Resolution 3 - 2008 Tap-in and User Rate For Millers Run as set by the Board at the January 15 and February 7, 2008 meetings.

DISCUSS LETTER FROM CANON-MC MILLAN SCHOOL DISTRICT

Dennis Bell discussed with the Board a letter received from the Canon-Mc Millan School District business manager Joni Mansmann. He stated that Ms. Mansmann

requested splitting the tap-in fee into two payments on April 30 and July 1, 2008. He stated that July 1, 2008 is the school district new fiscal year of 2008-2009.

The Board on unanimous vote on motion by Blane Volovich and second by Kenneth Heirendt authorized the two payments to cover the tap-in fee for the Millers Run project.

DISCUSS REQUEST FROM CECIL TOWNSHIP VOLUNTEE FIRE DEPARTMENT ON TAP-IN FEES

Dennis Bell advised the Board on a letter received from the Cecil Township Volunteer Fire Department for the forgiveness of the tap-in fee for their building. He further stated that a review of the minutes in 1986 revealed that the Muse Volunteer Fire Department requested the same and the Board approved the paying of a residential tap-in fee.

The Board on three to one vote on motion by Blane Volovich and second by Brian Altland authorized only charging the residential tap-in fee from the Cecil Township Volunteer Fire Department. Kenneth Heirendt abstained, as he is a member of the volunteer fire department.

DISCUSS APPLICATIONS FOR CUSTOMER SERVICE REP AND REVIEW PLANS

Dennis Bell advised the Board that eight resumes for the customer service position were received. He stated that interviews are scheduled for Monday, March 11, 2008. He suggested that Stephanie Lucchino attend the interviews. He requested the Board established a pay rate for the position. Kenneth Heirendt requested a review of the state labor statistics for the pay scale on this type of position. Dennis Bell stated he would review the state website and obtain the information providing it to the Board. Romel Nicholas stated that the pay rate may be decided and ratified by the Board at the April 2008 meeting.

AUTHORIZE RENEWAL OF SLOVENIAN CERTIFICATE OF DEPOSITS

Dennis Bell advised the Board that two certificate of deposits are maturing on March 9 and 15, 2008. Certificate number 13013879 valued \$479,186.24 and certificate number 13013254 valued \$814,583.00. He stated the rate quoted for a two-year term is 4.34% with a yield of 4.50%.

The Board on unanimous vote on motion by Kenneth Heirendt and second by Blane Volovich authorized a roll over of the certificate of deposits for a two-year period at the quoted rates.

DISCUSS JANUARY 2008 FINANCIAL REPORT

Dennis Bell discussed the financials for January 2008. The total customers billed were 1906. The user fees billed were \$96,873.50 on usage consumption of 10,252,900 gallons. Collections totaled \$86,681.41. The expenses paid for January were \$34,411.89. The extraordinary income on the January 2008 financial statement included interest income of \$10,603.70. Expenses were under budget through January 2008 as the expenses paid in January 2008 were booked in December 2007. The income accounts with variances in January 2008 were user fees under budget by \$1,898; interest income over budget by \$3,133; tap-in fees over budget by \$10,262; planning module fees over budget by \$500; and misc. income under budget by \$100.

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

COMMENTS FROM THE FLOOR

George Cox, a resident on Elm Drive, Canonsburg PA inquired on the status of providing sewage to the four properties at the end of Elm Drive. Walter O'Shinski stated that the Local Share Funds requested from the state would be used to build the force main and install the grinder pumps. He stated that if final approval is granted the funds would be received in August 2008, at which time, the Board could authorize obtaining bids for the work.

Joe Slebonik, President of the Cecil Township Volunteer Fire Department expressed his disappointment in the Board decision not to waive the tap-in fee for the fire department. He further stated he understood the reasoning behind the decision. He

inquired on the final paving on their parking lot. Scott Rusmisl stated that sealing the parking lot would not occur until the winter weather breaks. He stated that a two-year maintenance bond would be held for work completed in the Millers Run project.

Joe Slebonik complained about the damage done to the parking lot by the contractor. Donald Gennuso stated that Gateway Engineers should have both written and verbal reports for work completed in the fire department property. He suggested that Scott Rusmisl review the notes and provide a response to the fire department.

EXECUTIVE SESSION

The Board entered into executive session at 8:30 PM on motion by Kenneth Heirendt and second by Blane Volovich to discuss land acquisition in the Casciola and Fleher plans. The Board returned to the general session at 9:50 PM.

The Board on motion by Kenneth Heirendt and second by Blane Volovich authorized the Solicitor to address a letter to Bruce Herschlag, Esquire, PA Department of Environmental Protection making an offer to George Fleher for his treatment plant and sewer lines with a takeover of the system in 2009. George Fleher would have to provide all easements in the plan to the Authority.

ADJOURNMENT

There being no other business by unanimous vote on motion by Kenneth Heirendt and second by Blane Volovich the meeting was adjourned at 9:55 PM. The next regular meeting is scheduled for Thursday, April 3, 2008 at 7:30 PM.

Secretary