

Cecil Township Municipal Authority
Monthly Meeting
June 5, 2008

The Cecil Township Municipal Authority held its' regular monthly meeting on Thursday, June 5, 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 Brian Altland present. Absent was Blane Volovich. Also present was Romel Nicholas, Gaitens, Tucceri and Nicholas; Eric Tissue, KLH Engineers; Walter O'Shinski P.E. and Dennis Bell, Administrator.

MINUTES OF MAY 1, 2008

The Board on unanimous vote on motion by Kenneth Heirendt and second by Brian Altland approved the minutes of the regular meeting of May 1, 2008.

ENGINEER REPORT

UPDATE ON CONTRACTS FOR CASCIOLA & WINDSOR WOOD SEWER EXTENSIONS

Scott Rusmisl advised the Board that Independent Enterprises would begin work the week of May 9, 2008 to connect the Casciola and Windsor Wood subdivisions. He stated that the Casciola system would be connected first.

UPDATE ON MILLERS RUN PROJECT

Scott Rusmisl stated work on the construction plans to extend the Authority sewer line to service the Fleeher STP are underway. He stated permit applications to obtain the Highway Occupancy Permit to cross Muse Bishop Road have been applied for.

Scott Rusmisl advised the Board that no pay items are being requested. He stated that A. Merante Contracting has completed all work except for two punch list items. He also stated that a maintenance bond and red line drawings are to be provided by the contractor.

Scott Rusmisl stated that restoration on the Southeast, Southwest and Interceptor contracts are slowing being worked. The work to be completed is stated on a punch list. He stated that Ed Sitarik Contracting currently has a two-person crew doing the work and it was his understanding that another crew would be added the week of June 9, 2008. He stated that asphalt repairs on Mawhinney Road were completed on June 6, 2008.

Scott Rusmisl stated the interceptor sewer line near Ridgewood Drive needs to

be reconstructed. He stated the Fish and Boat commission has permitted the work and a follow-up with Washington County Conservation is needed prior to proceeding with the work.

Michael Sherrieb updated the board on the status of the pumping stations and the treatment plant. He stated that the treatment plant was available to begin receiving sewage as of May 12, 2008. He stated that the Authority issued a written notice to PA DEP that the system was ready to receive sewage flows. The pumping stations are operating and the treatment plant is receiving flows. He stated that punch list for the treatment plant and pumping stations will continue to be worked and that the pumping stations will be completed by the July 3, 2008 meeting at which time a final payout will be requested.

Michael Sherrieb stated that three additional ground water control measures were completed. The measures were installed to assure groundwater conditions cannot adversely load the pre-cast concrete process tank structure. The installation of three gravity drains, four pressure relief valves in the floor of aeration basin # 1 and 2 and the installation of a permanent wet point and submersible sump pump to monitor ground water levels around the process tanks were completed.

Michael Sherrieb requested approval for Change Order # 4 on the treatment plant mechanical contract. The change order amounted to \$30,028 included modification of blower intake piping to locate filters on the ground, installation of a drain line to divert a site spring to the control channel, installation of a concrete pad for the propane storage tank, the addition of four lintel plates, additional paving on the west side of the control building to control water and the extension of the dumpster pad along the south side of the control building. He stated KLH Engineers and CTMA staff reviewed the work items.

Michael Sherrieb requested approval for Change Order # 4 on the treatment plant electrical contract. The change order amounted to \$41,000 included installation of a 24 channel automated alarm monitoring system. He stated the equipment is critical for monitoring plant activity when the plant is not staffed. He stated the alarm system was not a part of the original contract.

Michael Sherrieb requested approval of pay estimate # 20 to Kranick Environmental for \$102,853.65 as stated in KLH Engineer letter of May 30, 2008. He stated no other payouts are being requested at this time.

The Board on unanimous vote on motion by Kenneth Heirendt and second by Stephanie Lucchino authorized payment to Kranick Environmental for pay estimate # 20 in the amount of \$102,853.65.

The Board on unanimous vote on motion by Kenneth Heirendt and second by Stephanie Lucchino authorized payment of Change Order # 4 to Kranick Environmental

for \$30,028.00 on the treatment plant mechanical contract

The Board on unanimous vote on motion by Kenneth Heirendt and second by Stephanie Lucchino authorized payment of Change Order # 4 to Wagner Electric for \$41,000.00 on the treatment plant electrical contract for alarm installation.

AUTHORIZE TIE IN FOR CASCIOLA CUSTOMERS

Walter O'Shinski stated three proposals were received for connecting eight homes currently serviced by a pump station located behind the Cecil Family Practice clinic. He stated the low bidder was Yoest Plumbing Services, Mc Murray PA with a bid of \$9,865.00. The Board on unanimous vote on motion by Brian Altland and second by Kenneth Heirendt authorized awarding the work to Yoest Plumbing Services.

COMMENTS FROM THE FLOOR

Dorothy Maslonek, 86 Belgium Hill Road addressed the issue of property restoration specifically sinkage in the area of the sewer line construction. She stated that her conversations with Ed Kuenzig have not been successful. She also inquired on the installation of the deduction meter and provided a copy of the meter she would like to purchase. Donald Gennuso requested that Scott Rusmiser review the sinkage and restoration issue and coordinate with Dorothy Maslonek.

Jim Owens, 555 Muse Bishop Road addressed the Board on restoration on his property. He stated he spoke with Herman and Gateway Engineers regarding the driveway not being restore and the fact that the contractor with their heavy equipment damaged his rear yard and the driveway. Mr. Owens stated wants the work completed within thirty days or he will be contacting his state representative. Donald Gennuso requested that Scott Rusmiser meet with Mr. Owens to get the issue resolved.

Robert Salvini, 20 Salvini Lane addressed the Board on restoration work on his driveway and the location of his tap-in. He stated the manhole is over 150 feet from his home and that he will not tap-in to the line. He stated the location of the manhole is not good as it is located next to an electric pole. He requested the lateral connection be brought to within 150 feet of his home. He stated the driveway restoration work was a patch job completed by Sitarik Contracting and not the quality of the road he installed.

James O'Bosky II, 104 William Street, Mc Donald, PA addressed the Board regarding the cost of his tap-in fee. He stated the property is located in the Ridgewood Heights subdivision and the tap-in fee should be the lower fee. Walter O'Shinski stated the Casciola WTP does not service the existing dwelling. Donald Gennuso stated the property is on a septic system. It was agreed that the full tap-in fee is due. Mr. O'Bosky stated that he paid the \$5900 tap-in fee to the Authority.

Jody Lackey addressed the board regarding a collapsed pipe on her property. She further stated that she does not have the money to pay for the repair or for tapping into the system. Donald Gennuso stated that during the past few years the staff have been communicating with residents on loan and grant options available to them for the tap-in fees. He suggested that Ms. Lackey contact the office for additional information on the programs.

SOLICITOR'S REPORT

Romel Nicholas presented his monthly report to the Board. He referenced Gaitens, Tucceri and Nicholas memorandum of May 6, 2008 regarding the Employee Personnel Policy Manual indicating the committee reviewed the manual and recommends the Board adopt the policy manual. Romel Nicholas stated that items 13, 14, 15 and 16 are deferred to the executive session.

ADOPT EMPLOYEE PERSONNEL MANUAL

The Board on unanimous vote on motion by Brian Altland and second by Kenneth Heirendt voted to adopt the Personnel Policy Manual.

BUSINESS MANAGERS REPORT

AUTHORIZE RELEASE FROM DEVELOPER ESCROW – JOSEPH PORFELI

The Board on unanimous vote on motion by Stephanie Lucchino and second by Kenneth Heirendt authorized release from developer escrow \$3,000 held as a cash maintenance bond and \$480.13 from developer escrow for Joseph Porfeli. The project was a sewer line relocation located at 524 Wedgewood Drive, Canonsburg PA.

AUTHORIZE RELEASE FROM DEVELOPER ESCROW – C & A ENTERPRISES

The Board on unanimous vote on motion by Stephanie Lucchino and second by Brian Altland authorized release from developer escrow \$1500 held as a cash maintenance bond for the project known as Hillview Heights in Canonsburg PA.

DISCUSS AGREEMENT FOR RENEWAL OF HIGHMARK BLUE CROSS/SHIELD

Dennis Bell stated that the letter received from Highmark Blue Cross/Blue Shield is for a one-year contract from July 1, 2008 for the current policy. He stated a proposal from UPMC was requested but nothing was received from the insurance broker. Dennis Bell suggested the Board appoint a committee of two members to work with the administrator and insurance broker for deciding on a plan. Donald Gennuso requested volunteers for the committee and Stephanie Lucchino and Brian Altland volunteered.

The Board on unanimous vote on motion by Kenneth Heirendt and second by Stephanie Lucchino authorized the two members to work on the committee.

DISCUSS LETTER FROM ST. MARY'S CHURCH

Dennis Bell advised the Board on a letter received from St. Mary's Church and their tap-in fees. He stated the pastor is requesting the tap-in fee be paid at discount due to the fact that he was out of town and underwent minor surgery. Donald Gennuso stated that the fire department is requesting that no tap-in fee be paid for their property, as they are a service provider. Donald Gennuso suggested reviewing the records to determine what fees both the Holy Rosary Church and the Muse Fire Department paid in the past. The Board on unanimous vote on motion by Kenneth Heirendt and second by Brian Altland authorized an extension on the discount date by thirty days for St. Mary's Church.

DISCUSS APRIL 2008 FINANCIAL REPORT

Dennis Bell discussed the financials for April 2008. The total customers billed were 1932. The user fees billed were \$83,273.28 on usage consumption of 9,344,400 gallons. Collections totaled \$90,749.14. The expenses paid for April 2008 were \$55,551.65. The extraordinary income on the April 2008 financial statement included interest income of \$8,372.57. Expenses were under budget through April 2008 except for five accounts with a net overage of \$8,828.00. The accounts over budget are legal fees \$3,690; Billings \$1,884; Gas \$1,518; Advertising \$1,568 and Other Operation \$168. The income accounts with variances in April 2008 were user fees over budget by \$797; interest income over budget by \$8,182; tap-in fees over budget by \$220,689; planning module fees over budget by \$800; and misc. income over budget by \$2,339.

CORRESPONDENCE

The correspondence was reviewed for filing.

PAYING OF EXPENSES/TRANSFER OF FUNDS ETC.

A unanimous vote on motion by Stephanie Lucchino and second by Kenneth Heirendt 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 9:07 PM on motion by Brian Altland and second by Kenneth Heirendt to discuss the CHJA service agreement, Fleeher Plan, contract issues in Millers Run and general policy regarding tap-in fee, collection and related matters. The Board returned to the general session at 10:50 PM.

APPOINT COMMITTEE TO ESTABLISH POLICY FOR UNPAID TAP-IN FEES;
PAYMENT FOR UNPAID TAP-IN FEES AND LIEN PROCEDURES

The Board on unanimous vote on motion by Stephanie Lucchino and second by Kenneth Heirendt appointed Kenneth Heirendt and Stephanie Lucchino to work as a committee with the solicitor and administrator for establishing policy regarding the unpaid tap-in fees; payment for unpaid tap-in fees and lien procedures.

RATIFY EXTENSION OF DISCOUNT DATE FOR WASHINGTON COUNTY
REDEVELOPMENT AUTHORITY

The Board on a three to one vote on motion by Brian Altland and second by Stephanie Lucchino authorized an extension until June 20, 2008 to Washington County Redevelopment Authority for tap-in fees being paid for Millers Run residents. Kenneth Heirendt voted no.

AUTHORIZE LETTER OF TERMINATION FOR SITARIK CONTRACT TO
BONDING COMPANY

The Board on unanimous vote on motion by Stephanie Lucchino and second by Kenneth Heirendt authorized a letter to the bonding company for terminating the construction contract with Sitarik Construction subject to monitoring work progress.

ADJOURNMENT

There being no other business by unanimous vote on motion by Stephanie Lucchino and second by Brian Altland the meeting was adjourned at 10:55 PM. The next regular meeting is scheduled for Thursday, July 3, 2008 at 7:30 PM.

Secretary