

Cecil Township Municipal Authority
Monthly Meeting
July 3, 2008

The Cecil Township Municipal Authority held its' regular monthly meeting on Thursday, July 3, 2008 at the Cecil Township Municipal Building. Chairman Donald Gennuso called the meeting to order at 7:30 PM with Stephanie Lucchino, Kenneth Heirendt, Blane Volovich and Brian Altland present. Also present was Romel Nicholas, Gaitens, Tucceri and Nicholas; Eric Tissue, KLH Engineers; Walter O'Shinski P.E. and Dennis Bell, Administrator.

MINUTES OF JUNE 5, 2008

The Board on a four to one vote on motion by Kenneth Heirendt and second by Brian Altland approved the minutes of the regular meeting of June 5, 2008. Blane Volovich abstained.

ENGINEER REPORT

UPDATE ON MILLERS RUN PROJECT

Michael Sherrieb presented his report to the board. He requested approval of pay estimate # 21 to Kranick Environmental for \$189,034.50 on the treatment plant as stated in KLH Engineer letter of June 30, 2008. He further stated the amount reflects a reduction in the project retainage from 5% to 2% as the project is substantially completed.

He requested approval of pay estimate # 14 to Wagner Electric for the wastewater treatment plant electrical in the amount of \$31,160 and pay estimate # 10 to Wagner Electric as the final payment for the pumping station electrical contract in the amount of \$4,759.13. He stated a two-year maintenance bond has been posted for the pumping stations. A release of lien and consent of surety and acceptance of payment and release form have been received from Wagner Electric on the pumping station contracts. He stated the solicitor has reviewed all documents.

He stated that a preliminary punch-list of items regarding the treatment plant mechanical and electrical contracts has been prepared. He stated that Lone Pine completed the installation of both pumping stations and a final punch-list is being completed. He stated final landscaping, seeding and restoration will be completed so that a final payment request will be available for the August 2008 meeting. He advised the Board that the Authority began discharging treated effluent.

The Board on unanimous vote on motion by Stephanie Lucchino and second by Blane Volovich authorized payment to Kranick Environmental for pay estimate # 21 in the amount of \$189,034.50 for the treatment plant mechanical contract.

The Board on unanimous vote on motion by Stephanie Lucchino and second by Kenneth Heirendt authorized payment to Wagner Electric for pay estimate # 14 in the amount of \$31,160.00 for the treatment plant electrical contract.

The Board on unanimous vote on motion by Brian Altland and second by Blane Volovich authorized payment to Wagner Electric for pay estimate # 10 and the final payment in the amount of \$4,759.13 for the pumping station electrical contract.

Romel Nicholas stated the contract with Sitarik Contracting has been terminated and the bonding company notified.

Walter O'Shinski stated that the tie ins for the Casciola and Windsor Woods treatment facilities have been completed. He stated a punch list of items needs to be completed and a mandrill test will be completed in thirty days. He stated that Yoest Plumbing has completed four of eight tie-ins but that all eight properties are now customers of the Authority.

Donald Gennuso inquired on how many Millers Run customers have tapped into the Authority system and Walter O'Shinski stated approximately 300 customers.

AUTHORIZE RELEASE OF PERFORMANCE BOND FOR HEARTWOOD FARMS 3

Michael Sherrieb requested the Board authorize a partial release from the performance bond for work completed on the sanitary sewers in the Heartwood Farms Phase 3. He stated the sewers are installed and have been tested. He suggested funds be held to cover the items remaining on a final punch list to be completed.

The Board on unanimous vote on motion by Kenneth Heirendt and second by Brian Altland authorized release equal to the amount of the work performed to date and to be determined by KLH Engineers withholding the amount for items on a yet to be determined punch list.

COMMENTS FROM THE FLOOR

George Cox, Elm Drive inquired when the work would begin to connect the four homes at the end of Elm Drive. Walter O'Shinski stated the work should be completed by the end of 2008. He advised the Board that the Washington County Local Share Funds should be available in September at which time the design could be completed and the project bid. He stated that the Washington County Redevelopment Authority would be involved in the bidding process and the administration of the funds.

Milton Kosanovich addressed the Board on work completed on his property. He stated three hugh boulders were removed and placed on his driveway and that it took the contractor two and a half days to dig the sewer trench. Mr. Kosanovich stated the driveway was in perfect condition prior to the start of construction. He stated that the landscaping is not complete on the property. He stated the mailbox was taken down and not placed where it stood originally. He stated the contractor should be held liable for the issues. Donald Gennuso suggested that the Gateway Engineers review this matter as well as the photographs and make a recommendation to the Board.

SOLICITOR'S REPORT

Romel Nicholas presented his monthly report to the Board. He stated no response has been received from Columbia Gas Company on the gas line mismarking issue. A change is forthcoming on the right to know law and the change will be effective January 2009. The tap-in procedures for unpaid tap-ins in the Millers Run project were discussed. He deferred all other issues to the executive session.

BUSINESS MANAGERS REPORT

RATIFY CHANGE IN HEALTH CARE COVERAGE TO HIGHMARK PPO BLUE \$750 DEDUCTIBLE

The Board on unanimous vote on motion by Brian Altland and second by Blane Volovich authorized a change in staff health care coverage to Highmark PPO Blue \$750 Deductible.

ADOPT RESOLUTION # 4 OF 2008 POLICY FOR TAP-IN FEES AND CONNECTION - MILLERS RUN

The Board on unanimous vote on motion by Kenneth Heirendt and second by Stephanie Lucchino authorized adopting Resolution # 4 of 2008 establishing the policy for tap-in fees and connections to the Millers Run project. The resolution establishes a time line for payment of unpaid tap-in fees, lien and legal procedures. In addition, it outlines the connection procedures.

DISCUSS LETTER FROM REPRESENTATIVE JESSE WHITE

Dennis Bell requested direction from the Board on a meeting with Representative Jesse White to discuss the funding on the Millers Run project. Donald Gennuso and Stephanie Lucchino agreed to represent the Board at the meeting. Dennis Bell stated he would attempt to schedule a meeting for either July 21 or 23. Dennis Bell suggested that Daniel Deiseroth be invited to attend the meeting as he was directly involved in the discussion on the financing of the project.

STATUS CHANGE TO PERMANENT PART-TIME EMPLOYEE WITH SALARY INCREASE FOR MARCY BOGGIO

Dennis Bell stated that Marcy Boggio completed a 90-day probationary period. He stated that during the interview process it was discussed to increase the salary by fifty cents per hour upon completion of an employee review.

The Board on unanimous vote on motion by Brian Altland and second by Kenneth Heirendt authorized the change to permanent part-time status for Marcy Boggio with a fifty cent per hour increase to \$11.00.

DISCUSS MAY 2008 FINANCIAL REPORT

Dennis Bell discussed the financials for May 2008. The total customers billed were 1925. The user fees billed were \$95,764.07 on usage consumption of 10,889,500 gallons. Collections totaled \$90,081.38. The expenses paid for May 2008 were \$129,985.47. The extraordinary income on the May 2008 financial statement included interest income of \$7,586.13. Expenses were under budget through May 2008 except for five accounts with a net overage of \$8,744. The accounts over budget are legal fees \$3,760; Billings \$804; Gas \$1,446; Advertising \$1,520 and Wages \$1,212. The income accounts with variances in May 2008 were user fees over budget by \$9,118; tap-in fees over budget by \$945; planning module fees over budget by \$700; and misc. income over budget by \$311.

CORRESPONDENCE

The correspondence was reviewed for filing. Kenneth Heirendt inquired on the punch list items for the Sitarik contracts. It was suggested to send correspondence to the residents advising them of the contract termination with Sitarik Contracting and advising them that the work will be completed in due course. Donald Gennuso suggested holding the letter until we get a response from the bonding company to our letter of contract termination.

PAYING OF EXPENSES/TRANSFER OF FUNDS ETC.

A unanimous vote on motion by Blane Volovich 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 8:38 PM on motion by Kenneth Heirendt and second by Brian Altland to discuss the CHJA service agreement, Fleeher Plan, and contract issues in Millers Run. The Board returned to the general session at 8:55 PM.

APPROVE REQUEST FROM GANNETT FLEMING FOR ADDITIONAL FUNDING ON AS-BUILT PLANS

Gannett Fleming requested the Board to give consideration for an additional \$9,400 for work completed on the as-built plans outside of the scope of the contract. The reasons for the additional funds are addressed in a letter from the firm.

The Board on unanimous vote on motion by Kenneth Heirendt and second by Brian Altland approved the additional payment of \$9,400 to Gannett Fleming for as-built plans in the Millers Run project.

ADJOURNMENT

There being no other business by unanimous vote on motion by Stephanie Lucchino and second by Kenneth Heirendt the meeting was adjourned at 9:03 PM. The next regular meeting is scheduled for Thursday, August 7, 2008 at 7:30 PM.

Secretary