

Cecil Township Municipal Authority  
Monthly Meeting  
March 20, 2012

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, March 20, 2012 at the Cecil Township Municipal Building. Chairman Donald Gennuso called the meeting to order at 6:00 PM with Stephanie Lucchino, Blane Volovich and Leslie Peters present. Absent was Richard Barnes. Also present was Jeff Hollowood, Gaitens, Tucceri and Nicholas; Eric Tissue, KLH Engineers Inc., Walter O'Shinski P.E. and Dennis Bell, Administrator.

MINUTES OF FEBRUARY 21, 2012

The Board, by a three-to-one vote on a motion by Stephanie Lucchino and second by Leslie Peters, approved the minutes of the meeting of February 21, 2012. Donald Gennuso abstained.

ENGINEER REPORT

VALLEYCREST CONSTRUCTION UPDATE

Michael Sherrieb updated the Board on the Valleycrest sanitary sewer construction project. He indicated that construction is 100% complete including four properties where the lateral sanitary sewer lines were reconfigured. Asphalt paving has been completed and lawn restoration will be completed once the ground dries. The entire project should be totally completed by the Authority's next meeting.

CONDITIONAL ACCEPTANCE OF HEIRENDT PLAN SEWERS AND LETTER OF CREDIT RELEASE

Walter O'Shinski reported that all construction and testing has been completed on the Heirendt plan of lots sewer lines. He stated an 18-month maintenance bond has been posted. He requested the Board authorize release of a letter of credit in the amount of \$3,750.00 to Alfred and Mary Heirendt and a conditional acceptance of the sewers subject to the payment of an escrow account in the amount of \$1,709.25.

By unanimous vote on motion by Leslie Peters and second by Blane Volovich the Board authorized release of the letter of credit and acceptance of the sanitary sewers to service the Heirendt plan of lots subject to the funds due being paid in full.

## GENO PISCIOTTANO ENCROACHMENT REQUEST

Walter O'Shinski reviewed with the Board a request from Geno Pisciotano for building a swimming pool at the rear of his property. The pool will be constructed outside of the easement but a concrete deck will encroach 1 to 2 feet into the easement. In addition, a fence and brick pavers will also encroach. He stated the sewer is shallow and the Authority had previously approved such encroachments.

By unanimous vote on motion by Blane Volovich and second by Leslie Peters the Board approved the encroachment into the sanitary sewer easement subject to the signing and recording of the Authority's encroachment agreement.

## AUTHORIZE RELEASE OF PERFORMANCE BOND – OAKBROOKE ESTATES PHASE 3

Walter O'Shinski recommended the release of a letter of credit posted as a performance bond for the Oakbrooke Estates Phase 3 project. He stated an 18-month maintenance bond was posted and all expenses have been paid.

By unanimous vote on motion by Stephanie Lucchino and second by Leslie Peters authorized the release of the performance bond.

## RESERVE AT SOUTHPOINTE – PLANNING MODULE, TAP RESTRICTION AGREEMENT AND OFFSITE EASEMENT ISSUES

Mr. Keith Straighr with PVE Sheffler discussed with the Board a planned 370 unit apartment project known as the Reserve at Southpointe. The developer of the project is Keith Morgan with Morgan Management and the property was previously being developed by Kellaur Corporation. The project is being designed in conjunction with the owners of the Overlook project as interceptor capacity issues impact on both projects. He indicated the PA DEP Wastewater Part 2 permit needs to be amended to accommodate the project. Walter O'Shinski referred to his letter of March 15, 2012 on issues outstanding for the revised planning module. Mr. Straighr acknowledged that PVE Sheffler is working to remedy the issues stated in the letter. He indicated their plans are to complete the work and obtain planning module approval from the Municipal Authority, the Board of Supervisors and Canonsburg-Houston Joint Authority.

## ACCEPT CHEMICAL BID PROPOSALS

Walter O'Shinski reviewed with the Board the 2012 chemical bid tabulation worksheet. Bids were received from Univar, SAL Chemical, Barbers Chemical and Coyne Chemical and the low bidder for five (5) chemical products was SAL Chemical.

By unanimous vote on motion by Blane Volovich and second by Leslie Peters the Board awarded the purchase of Soda Ash Dense, Sodium Hypochlorite, Sodium Bisulfite, Calcium Nitrate and Caustic Soda to SAL Chemical.

By unanimous vote on motion by Stephanie Lucchino and second by Leslie Peters the Board awarded the purchase of Polymer to Univar, their being the lowest responsible bidder.

#### COMMENTS FROM THE FLOOR

Mr. Jerry Hatfield, owner of property located at 162 McConnell Road, requested the Board issue a sewer tap-in permit for his property. The township requires proof of sanitary sewer service to the property prior to their approving the minor subdivision. Walter O'Shinski referred to his letter discussing the need for obtaining an easement and recording the easement. He stated once the easement is established the tap in permit can be issued.

#### SOLICITOR REPORT

Jeff Hollowood referred to the solicitor report circulated to the Board prior to the meeting. He requested an executive session to discuss litigation.

#### BUSINESS MANAGER REPORT

##### AUTHORIZE RENEWAL OF CD 13010664 WITH SLOVENIAN SAVINGS

Dennis Bell reported on the maturity of certificate number 13010664 valued \$1,017,907.70 maturing on April 9, 2012 with Slovenian Savings. By unanimous vote on motion by Blane Volovich and second by Leslie Peters the Board authorized renewing the certificate of deposit for a one-year term at the interest rate of 1.95% with a yield of 2.00% with no penalty for early withdrawal.

##### DISCUSS FORMALIZED TAP-IN PAYMENT PLAN

Leslie Peters updated the Board on a program to offer a formal tap-in payment plan for hardship cases. The plan calls for a payment agreement between the property owner and the Authority specifying the principal amount, interest rate and payment term. Donald Gennuso indicated it would be a win/win for everyone, as it would assist those unable to pay the tap-in fee with payments and provide income to the Authority. Leslie Peters prepared a one-page payment agreement. The committee suggested not filing a lien for 30-months from the tap-in notification date. Jeff Hollowood stated not filing a lien is a risk to the Authority. He stated a lien must be filed within a 36-month period from the date of property owner notification. Stephanie Lucchino stated the lien should be filed as property titles can change without the Authority receiving notification. Donald Gennuso suggested the issue be tabled until the April 2012 meeting so that the committee can review outstanding issues.

#### AUTHORIZE RELEASE OF DEVELOPER ESCROW – MISSION HILLS

By a three to one vote on motion by Blane Volovich and second by Leslie Peters the Board authorized the release from the developer escrow account for Mission Hills the amount remaining of \$2,227.32. Stephanie Lucchino abstained.

#### AUTHORIZE SIGNING CONSTRUCTION AGREEMENT FOR CREST VUE PLAZA @ SOUTHPOINTE II

By a three to one vote on motion by Stephanie Lucchino and second by Blane Volovich the Board authorized signing a sewer service and construction agreement for SP2 LOT 12, Crestvue, a project of Horizon Properties. Leslie Peters abstained.

#### AUTHORIZE SIGNING A PRE-DEVELOPMENT AGREEMENT FOR THE SOUTHPOINTE TOWN CENTER

By a three to one vote on motion by Blane Volovich and second by Leslie Peters the Board authorized signing a pre-development agreement for the Southpointe Town Center, a project of Horizon Properties. Leslie Peters abstained.

#### AUTHORIZE SIGNING A PRE-DEVELOPMENT AGREEMENT FOR THE RESERVE AT SOUTHPOINTE

By a unanimous vote on motion by Leslie Peters and second by Blane Volovich the Board authorized signing a pre-development agreement for The Reserve at Southpointe.

#### DISCUSS WASEWATER BILLING OPTIONS

Dennis Bell reviewed information obtain from seven companies who provide utility billing services. He grouped the seven by category of service offered – tax collection agencies, software as a service companies and companies selling their software. He recommended a committee be appointed to review the information and perhaps meet with the company representatives. Donald Gennuso suggested Richard Barnes serve on the committee along with himself. Dennis Bell will contact Mr. Barnes and obtain his permission to serve on the committee.

#### DISCUSS CREDIT CARD ACCEPTANCE PROGRAM

Dennis Bell suggested the committee reviewing the wastewater billing options also consider the issue of credit card acceptance.

#### JANUARY 2012 FINANCIAL REPORT

Dennis Bell reported that the financial report for the month of January 2012 was provided for the Board to review.

## CORRESPONDENCE

No comments were made on the correspondence.

## PAYING OF EXPENSES/TRANSFER OF FUNDS ETC.

By a unanimous vote on a motion by Leslie Peters and second by Blane Volovich, the Board authorized payment of expenses and transfers as follows.

DMR Review and Approval; Payment of Expenses/Invoices etc.  
Employee Payroll; 941 Tax Deposit; Employee State Tax Payment  
Discharge Monitoring Reports were approved for submission to the PA DEP

## EXECUTIVE SESSION

By a unanimous vote on a motion by Stephanie Lucchino and second by Leslie Peters, the Board entered into an executive session at 7:23 PM to discuss the Sitarik litigation and Fleeher outstanding issues. The Board returned from the executive session at 7:50 PM.

## AUTHORIZE THE SOLICITOR TO ENTER INTO AN AGREEMENT WITH THE MEDIATOR ON THE SITARIK MATTER

By unanimous vote on a motion by Stephanie Lucchino and second by Leslie Peters authorized the solicitor to enter into an agreement with the mediator assigned to the Sitarik matter.

## ADJOURNMENT

There being no other business, by a unanimous vote on a motion by Leslie Peters and second by Blane Volovich, the meeting was adjourned at 7:53 PM. The next regular meeting is scheduled for Tuesday, April 17, 2012 at 6:00 PM.

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Secretary