

Cecil Township Municipal Authority  
Reorganization and Monthly Meeting  
January 15, 2013

The Cecil Township Municipal Authority held its reorganization and regular monthly meeting on Tuesday, January 15, 2013 at the Hills-Henderson Elementary School in Lawrence, PA. Chairman Donald Gennuso called the meeting to order at 6:00 PM with Stephanie Lucchino, Blane Volovich, Richard Barnes and Timothy Markovich present. Also present was Jeff Hollowood, Gaitens, Tucceri and Nicholas; Michael Sherrieb, KLH Engineers Inc., Walter O'Shinski P.E. and Dennis Bell, Administrator.

REORGANIZATION

Chairman Donald Gennuso opened the meeting by asking for the nomination of officers for 2013.

The Board on a unanimous vote on a motion by Richard Barnes and second by Blane Volovich nominated and appointed Donald V. Gennuso, Chairman.

The Board on a unanimous vote on a motion by Blane Volovich and second by Richard Barnes nominated and appointed Stephanie C. Lucchino, Vice Chairperson.

The Board on a 4 to 1 vote on a motion by Stephanie Lucchino and second by Richard Barnes nominated and appointed Blane Volovich, Secretary/Treasurer. Blane Volovich abstained.

The Board on a unanimous vote on a motion by Stephanie Lucchino and second by Blane Volovich nominated and appointed Richard Barnes, Assistant Secretary/Treasurer.

The Board on a unanimous vote on a motion by Richard Barnes and second by Blane Volovich appointed Gaitens, Tucceri and Nicholas as Solicitor.

The Board on a unanimous vote on a motion by Stephanie Lucchino and second by Richard Barnes appointed KLH Engineers, Inc. as Consulting Engineer.

The Board on a unanimous vote on a motion by Richard Barnes and second by Blane Volovich appointed PNC Bank as Trustee/Paying Agent.

ADOPTION OF 2013 BUDGET

The Board on a unanimous vote on a motion by Richard Barnes and second by Blane Volovich adopted the 2013 Budget.

## MINUTES OF DECEMBER 18, 2012

The Board on a unanimous vote on a motion by Stephanie Lucchino and second by Richard Barnes approved the minutes of the meeting of December 18, 2012.

### ENGINEER REPORT

#### OVERLOOK PHASE 1 – APPROVE PAY ESTIMATE NO. 2

Michael Sherrieb, KLH Engineers recommended that the Board authorize release of funds for pay request number 2 in the Overlook project as requested by Allegheny Excavating. The amount of the request is \$21,015.45 with a 10 percent retainage being held. The Board on a unanimous vote on a motion by Blane Volovich and second by Richard Barnes authorized the pay request.

### SOLICITOR REPORT

Jeff Hollowood expressed appreciation to the Board on their reappointment as solicitor for the year 2013.

He referred to his monthly report and discussed Item VII Canonsburg-Houston Joint Authority Agreement with North Strabane Township Municipal Authority and the issue of tap-in allocation. He also discussed Item IX Liens and stated with the influx of delinquent accounts transferred from PA-American Water Company a formal policy be established on at what point a municipal lien is filed for unpaid wastewater charges. He recommended that the Board authorize Dennis Bell to work with his office in writing a policy. The Board on a unanimous vote on motion by Richard Barnes and second by Blane Volovich authorized a policy be written and presented to the Board at a future meeting.

### BUSINESS MANAGER REPORT

#### AUTHORIZE SIGNING LETTER TO M & T BANK ON EXCESS REVENUE FUNDS

Dennis Bell reported a request from M & T Bank on transferring excess revenue funds into the capital improvement and redemption fund with M & T Bank. He stated there are no excess revenue funds to be transferred and requested the Board authorize writing a letter stating the same.

The Board on a unanimous vote on a motion by Blane Volovich and second by Stephanie Lucchino authorized signing a letter to M & T Bank stating that no excess funds are available for transfer into the capital improvement and redemption fund.

**AUTHORIZE RELEASE OF CASH MAINTENANCE BOND TO T & R PROPERTIES INC.**

Dennis Bell stated a request from T & R Properties Inc. for the release of a cash maintenance bond in the amount of \$2,550.00 being held for the sanitary sewer metering manhole at the Fairway Condominiums at Southpointe. He stated the check should be issued to Presidential Construction. The Board on a unanimous vote on motion by Richard Barnes and second by Timothy Markovich authorized release of the cash maintenance bond in the amount of \$2,550.00 to Presidential Construction.

**AUTHORIZE RENEWAL OF CD 13018987 WITH SLOVENIAN SAVINGS**

The Board on a unanimous vote on a motion by Richard Barnes and second by Blane Volovich authorized renewal of certificate of deposit number 13018987 for a one-year period at the interest rate of 1.95% and a yield of 2.00% with no penalty for early withdrawal.

**NOVEMBER 2012 FINANCIAL REPORT**

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

**CORRESPONDENCE**

There were no comments on the correspondence.

**PAYING OF EXPENSES/TRANSFER OF FUNDS ETC.**

By a unanimous vote on a motion by Richard Barnes 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

**COMMENTS FROM THE FLOOR**

No comments from the floor.

ADJOURNMENT

There being no other business, on a unanimous vote on a motion by Richard Barnes and second by Stephanie Lucchino, the meeting was adjourned at 6:11 PM. The next regular meeting is scheduled for Tuesday, February 19, 2013 at 6:00 PM.

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Secretary