

Cecil Township Municipal Authority
Monthly Meeting
May 21, 2013

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, May 21, 2013 at the Cecil Township Municipal Building in Cecil, PA. Chairman Donald Gennuso called the meeting to order at 6:00 PM with Stephanie Lucchino, Richard Barnes and Timothy Markovich present. Absent was Blane Volovich. Also present was Jeff Hollowood, Gaitens, Tucceri and Nicholas; Michael Sherrieb, KLH Engineers Inc., Walter O'Shinski P.E. and Dennis Bell, Administrator.

MINUTES OF APRIL 16, 2013

The Board on a three to zero vote on a motion by Stephanie Lucchino and second by Timothy Markovich approved the minutes of the meeting of April 16, 2013. Richard Barnes abstained.

ENGINEER REPORT

DEED OF SANITARY SEWER EASEMENT FOR HOLIDAY INN @ SOUTHPOINTE PROJECT

Walter O'Shinski requested the Board authorize signing a sanitary sewer easement with Washington County Authority for an easement to extend a sanitary sewer line to service the Holiday Inn @ Southpointe. The Board on a unanimous vote on a motion by Richard Barnes and second by Stephanie Lucchino authorized the signing of the sanitary sewer easement with Washington County Authority.

DEED OF SANITARY SEWER EASEMENT FROM MYLAN, INC FOR QUATTRO INVESTMENT GROUP LP FOR SANITARY SEWER INSTALLATION

Walter O'Shinski requested the Board authorize signing a sanitary sewer easement with Mylan Inc. for the construction of a sanitary sewer line to service two office buildings being constructed by the Quattro Investment Group. The Board on a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich authorized signing the sanitary sewer easement with Mylan Inc.

AUTHORIZE SIGNING DEED OF EASEMENT WITH CANONSBURG-HOUSTON JOINT AUTHORITY FOR SOUTHPOINTE PUMP STATION PROJECT

Walter O'Shinski requested the Board authorize signing a sanitary sewer easement with the Canonsburg-Houston Joint Authority for the Southpointe Pump Station project. The Board on a unanimous vote on a motion by Stephanie Lucchino and a

second by Richard Barnes authorized signing a deed of easement with Canonsburg-Houston Joint Authority.

ACCEPTANCE OF SOUTHPOINTE ROAD WIDENING SEWER RELOCATION

Walter O'Shinski requested the Board authorize acceptance of the sanitary sewer line for the Southpointe Road Widening project. The Board on a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich authorized the acceptance of the sanitary sewer lines as a part of the Southpointe Road widening project.

CONDITIONAL ACCEPTANCE OF LOT 12 @ SOUTHPOINTE SANITARY SEWER

Walter O'Shinski requested the Board authorize a conditional acceptance for the sanitary sewer extension to service Lot 12 in Southpointe II subject to the completion of the restoration on the property. He stated the 18-month maintenance bond and as-built plans have been received. The Board on a unanimous vote on a motion by Stephanie Lucchino and a second by Richard Barnes authorized a conditional acceptance of the sanitary sewer lines to service property known as Lot 12 in the Southpointe II area.

REVIEW AND ACCEPT CHEMICAL BIDS

Walter O'Shinski reported to the Board the results of the 2013 chemical bids. He stated the low bidder for sodium hypochlorite, sodium bisulfite, soda ash and caustic soda was SAL Chemical. He requested the Board authorize acceptance of the bids. The Board on a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich authorized accepting of the bid for chemicals from SAL Chemical.

Walter O'Shinski stated the low bidder for calcium nitrate was CI Thornberg and he requested the Board accept the bid. The board on a unanimous vote on a motion by Stephanie Lucchino and a second by Richard Barnes authorized acceptance of the bid from CI Thornberg.

LAWRENCE UPDATE

Walter O'Shinski stated that Senate Engineering is completing the work for the 537 Study for Lawrence, PA. He stated the report will be circulated upon completion.

SOLICITOR REPORT

Jeff Hollowood referred to his monthly report. He stated the Moore agreement has been prepared for signature by James and Linda Moore. The agreement provides for a settlement of the condemnation filed by the Authority. The Board on a unanimous vote on a motion by Richard Barnes and a second by Stephanie Lucchino authorized accepting the settlement as negotiated by the solicitor.

He referred to the Sitarik litigation and the 24-month maintenance bond issued by the Surety. He stated dismissal stipulations have been prepared and we are awaiting confirmation from the Surety's counsel to permit full and final termination of all claims between the Municipal Authority and the Surety.

He referred to the lien policy previously discussed with the Board. The policy provides for consideration for emergency liens for properties subject to immediate sale or conveyance; accounts based on the length of the delinquency and accounts based on the amount owed. The Board on a unanimous vote on a motion by Richard Barnes and a second by Stephanie Lucchino authorized adopting the lien policy.

Jeff Hollowood referred to the landlord/tenant shut off policy. He recommended the policy include requirements established by the USTRA. The solicitor recommended revision of notices or change in policy in the event of a landlord's failure to pay the wastewater bills. He stated offending properties continue to be liened rather than terminating service to individual tenants. The Board recommended a letter to the property owner regarding a change in our policy for tenant notifications on water shutoff.

BUSINESS MANAGER REPORT

AUTHORIZE SIGNING PRE-DEVELOPER AND SEWAGE SERVICE AND CONSTRUCTION AGREEMENTS WITH QUATTRO INVESTMENT GROUP LP

Dennis Bell reported to the Board requesting ratification on the signing of the pre-developer agreement with the Quattro Investment Group LP and requesting authorization on the signing of the Sewage Service and Construction Agreement. He stated the developer provided an escrow in the amount of \$1,000.00 for the pre-developer agreement. The Board on unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich authorized ratifying the signing of the pre-developer agreement and the signing of the sewage service and construction agreement.

AUTHORIZE SIGNING SEWAGE SERVICE AND CONSTRUCTION AGREEMENT WITH HOLIDAY INN @ SOUTHPOINTE

Dennis Bell requested the Board authorize ratifying the signing of the sewage service and construction agreement for the Holiday Inn project at Southpointe. He stated a developer escrow account in the amount of \$7,500.00 to cover Authority costs has been posted. The Board on a unanimous vote on a motion by Richard Barnes and a second by Stephanie Lucchino authorized ratifying the signing of the agreement.

DISCUSS MARCH 2013 FINANCIAL REPORT

Dennis Bell reported that the financial report for the month of March 2013 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 Stephanie Lucchino and second by Richard Barnes, 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 a second by Timothy Markovich, the meeting was adjourned at 6:50 PM. The next regular meeting is scheduled for Tuesday, June 18, 2013 at 6:00 PM.

Secretary