

Cecil Township Municipal Authority
Monthly Meeting
October 15, 2013

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, October 15, 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 and Timothy Markovich present. Absent were Richard Barnes and Blane Volovich. Also present were Jeff Hollowood, Gaitens, Tucceri and Nicholas; Michael Sherrieb, KLH Engineers Inc., Walter O'Shinski P.E. and Dennis Bell, Administrator.

MINUTES OF SEPTEMBER 17, 2013

The Board on a unanimous vote on a motion by Timothy Markovich and second by Stephanie Lucchino approved the minutes of the meeting of September 17, 2013.

COMMUNITY BANK

Carol DeRose and Jeff Bixler with Community Bank introduced themselves to the board members and obtained their signature on banking documents needed for the new accounts being opened with Community Bank.

FREEDOM SYSTEMS CORP.

Dave Crist addressed the Board on the billing service provided by Freedom Systems Corp. It was noted that the Authority has been working with Freedom System for one-year. Dennis Bell highlighted the progress made during the year but at the same time expressed concerns for issues that were encountered and continue to be issues with Freedom System. Mr. Crist indicated the importance of providing all avenues for the customers to pay their wastewater bill and highlighted the new program for accepting credit cards. He stated more work is needed to get additional customers using electronic means of paying the bills.

Donald Gennuso stated the concerns of the Board and the need for Freedom Systems to make improvements or the Authority will be researching other vendors.

ENGINEER REPORT

RATIFY MACK INDUSTRIES CONTRACT FOR CLARIFIER REPAIR

Walter O'Shinski requested the Board ratify a contract with Mack Industries for an emergency repair on the clarifier at a cost of \$9,500.00. The Board on a unanimous vote on a motion by Timothy Markovich and a second by Stephanie Lucchino authorized the repair contract with Mack Industries

SANITARY SEWER EASEMENT FOR LATERAL AT MISSION HILLS

Walter O'Shinski requested the Board authorize signing a sanitary sewer easement required to provide service to Lot 105 in the Mission Hills subdivision. The Board on a unanimous vote on a motion by Stephanie Lucchino and a second by Timothy Markovich authorized signing the easement document.

SOUTHPOINTE PUMP STATION STATUS AND DEVELOPER REQUEST

Michael Sherrieb addressed the Board with a request made by Steve Mitchell, master developer of the Overlook at Southpointe. He referred to an agreement with Mr. Mitchell that is specific to what equipment was proposed for the pump station. Keith Straight PE with PVE Sheffler discussed the issues for substituting a Natural Gas generator with a Diesel generator and removing the Jib Crane and Hoist System at the pump station site. It was stated that the operation and maintenance costs to the Authority would be higher with the changes being requested. Donald Gennuso recommended the matter be discussed in executive session.

REQUEST APPROVAL OF PAY ESTIMATE # 1 OVERLOOK FORCE MAIN PROJECT

Michael Sherrieb requested the Board to approve pay estimate # 1 in the amount of \$323,918.80 to Allegheny Excavating for work completed on the Southpointe Pump Station Force Main project. He stated that 49% of the work is completed, inspected and certified. The funds are being held in escrow by the developer's bank. The Board on a unanimous vote on a motion by Timothy Markovich and a second by Stephanie Lucchino authorized the release from escrow of \$323,918.80.

SOLICITOR REPORT

Jeff Hollowood referred to his monthly report previously circulated to the Board. He referenced under Rules and Regulations/Safety Issue our request for a waiver of subrogation clause in the contract with CWM. No response was received from the carrier. He discussed the Chartiers Township request for an updated service agreement. He stated that Walter O'Shinski and he will work on the language and return the document to Chartiers Township.

BUSINESS MANAGER REPORT

RATIFY REINVESTMENT OF CD 13017918 WITH SLOVENIAN SAVINGS

The Board on a unanimous vote on a motion by Stephanie Lucchino and a second by Timothy Markovich authorized ratifying the decision for the reinvestment of CD 13017918 for period of one-year at the interest rate of 1.95% with a yield of 2.00%.

AUTHORIZE REINVESTMENT OF CD 13019917 WITH SLOVENIAN SAVINGS

The Board on a unanimous vote on a motion by Stephanie Lucchino and a second by Timothy Markovich authorized the reinvestment of CD 13019917 for a period of one-year at the interest rate of 1.95% with a yield of 2.00%.

AUTHORIZE SIGNING HEALTH AMERICA GROUP POLICY

The Board on a unanimous vote on a motion by Stephanie Lucchino and a second by Timothy Markovich authorized signing the group policy contract with Health America for a one-year period that began on August 6, 2013.

REQUEST FOR WATER USAGE ADJUSTMENT – MUIA, 1016 BREEZEWOOD DRIVE

The Board on a two to one vote on a motion by Timothy Markovich and a second by Donald Gennuso authorized the payment for exterior water usage for 72,400 gallons. The one-time adjustment is based on estimated water that was used for exterior watering as reflected on a deduction meter. Stephanie Lucchino voted no.

DISCUSS AUGUST 2013 FINANCIAL REPORT

Dennis Bell reported that the financial report for the month of August 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 a second by Timothy Markovich, 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 PADEP

COMMENTS FROM THE FLOOR

No comments from the floor.

EXECUTIVE SESSION

The Board on a unanimous vote on a motion by Stephanie Lucchino and a second by Timothy Markovich entered into an Executive Session at 7:10 PM to discuss a personnel issue and engineering issue. The Board returned to the general session at 7:55 PM.

CHANGE IN EMPLOYEE BENEFITS – MEDICAL AND DENTAL

The Board on a unanimous vote on a motion by Timothy Markovich and a second by Stephanie Lucchino authorized a change in the employee benefit for medical and dental coverage from 180 days to the first day of the month following the date of hire.

SOUTHPOINTE PUMP STATION

The Board authorized the solicitor's office to contact the developer of the project and notify him that the Board would not accept a substitution of a diesel generator in place of a natural gas generator. The Board would agree to the elimination of the jib crane provided that the developer would make a \$45,000 payment to the Authority to cover the cost of now having to contract with a crane service to remove the pumps and grinder unit at the pump station.

ADJOURNMENT

There being no other business, on a unanimous vote on a motion by Stephanie Lucchinio and a second by Timothy Markovich the meeting was adjourned at 7:57 PM. The next regular meeting is scheduled for Tuesday, November 19, 2013 at 6:00 PM.

Secretary