

Cecil Township Municipal Authority
Monthly Meeting
November 19, 2013

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, November 19, 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, Blane Volovich, Richard Barnes and Timothy Markovich present. 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 OCTOBER 15, 2013

The Board on a 3 to 0 vote on a motion by Stephanie Lucchino and a second by Timothy Markovich approved the minutes of the meeting of October 15, 2013. Blane Volovich and Richard Barnes abstained.

ENGINEER REPORT

REQUEST APPROVAL OF PAY ESTIMATE # 2 OVERLOOK FORCE MAIN PROJECT

Michael Sherrieb requested the Board to approve pay estimate # 2 in the amount of \$87,006.80 to Allegheny Excavating for work completed on the Southpointe Pump Station Force Main project. The funds are being held in escrow by the developer's bank. The Board on a unanimous vote on a motion by Richard Barnes and a second by Blane Volovich authorized the release from the bank escrow of \$87,006.80.

MILLERS RUN WWTP DRAFT NPDES PERMIT

Walter O'Shinski discussed with the Board the draft NPDES Permit for the Millers Run WWTP. He stated additional monitoring requirements have been placed on all Authorities for sampling influent and metals. Samples will be collected both weekly and quarterly. He stated the additional cost to the Authority will be \$2,000 per year.

MONTOUR TRAIL COUNCIL LICENSE AGREEMENT APPROVAL

Michael Sherrieb reported that the Montour Trail Council license agreement pertains to underground pipe occupancy for the area of right of way. He stated the agreement is a standard agreement used for all railroad crossings. Jeff Hollowood requested insurance coverage be provided to his office for review. The issue was tabled until the December 2013 meeting.

COMMENTS FROM THE FLOOR

Ron Fleeher inquired on the status of the Right of Way for the planned Timbercrest Pump Station project. Donald Gennuso stated the matter would be discussed in an Executive Session.

SOLICITOR REPORT

Jeff Hollowood referred to his monthly report previously circulated to the Board. He discussed the negotiation with MDC on the Southpointe Pumping Station. He stated the developer is requesting relief in making the payment of \$45,000 to the Authority upon completion of the project. He stated the developer requests making two payments – one on project completion and the second payment within 6 months. Walter O’Shinski stated the developer will receive considerable savings by eliminating the Jib Crane. He stated a letter of credit is in place to cover construction.

The Board on a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich authorized signing an agreement with MDC with the understanding that the full \$45,000 will be paid prior to acceptance of the pump station and the release of any sanitary sewer taps.

Jeff Hollowood referred to Item # 7 in his monthly report which is related to the Chartiers Township Service Agreement. He stated that the agreement is under review and will be forwarded to Chartiers Township for their final review. He referred to Item # 12 the Sandlewood and Timbercrest Sanitary Sewer project and the Right of Way required for construction. He requested the item be discussed in Executive Session.

BUSINESS MANAGER REPORT

REQUEST FOR WASTEWATER REFUND FOR MORGAN 125 VALLEYCREST DRIVE CECIL

Dennis Bell discussed the request from the Morgans for consideration for an adjustment to their wastewater bill. The request is based on a malfunctioning drain/inlet on Windcrest Drive that credit mud and silt to pour into their in-ground pool and surrounding area.

The Board on a unanimous vote on a motion by Blane Volovich and a second by Timothy Markovich authorized an adjustment of 11,600 gallons or \$84.10.

AUTHORIZE TRANSFER \$300,000 FROM PNC BANK DEVELOPER ESCROW ACCOUNT TO COMMUNITY BANK DEVELOPER ESCROW ACCOUNT

The Board on a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich authorized the transfer of \$300,000 from the PNC Developer Escrow Account to the Community Bank Developer Escrow Account.

AUTHORIZE TRANSFER \$120,000 FROM PNC BANK TAP-IN FEE ACCOUNT TO PNC BANK SWEEP ACCOUNT

The Board on a unanimous vote on a motion by Richard Barnes and a second by Stephanie Lucchino authorized the transfer of \$120,000 from the PNC Tap-In Fee Account to the Community Bank Tap-In Fee Account.

2014 BUDGET

Dennis Bell requested two volunteers to work with him on the 2014 Budget. Donald Gennuso and Stephanie Lucchino volunteered to serve on the committee.

DISCUSS SEPTEMBER 2013 FINANCIAL REPORT

Dennis Bell reported that the financial report for the month of September 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 Blane Volovich 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

EXECUTIVE SESSION

The Board on a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich entered into an Executive Session at 6:47 PM to discuss a personnel issue and right of way property issues. The Board returned to the general session at 8:21 PM.

TIMBERCREST AND SANDLEWOOD SEWER PROJECTS – RIGHTS OF WAY

The Board on a unanimous vote on a motion by Blane Volovich and a second by Stephanie Lucchino authorized the Solicitor to prepare a counteroffer to the property owners impacted by the sewer project as discussed in the Executive Session.

Prior to the discussion on personnel and personnel benefits, Donald Gennuso and Timothy Markovich excused themselves from the meeting.

EMPLOYMENT OFFER AND CHANGE IN EMPLOYEE BENEFITS

The three (3) board members present and by unanimous vote on a motion by Blane Volovich and a second by Richard Barnes agreed to the hiring of Gregory Gennuso to the position of Assistant Administrator. The salary was set at \$45,000 per year. In addition, the board agreed to change the waiting period for personnel benefits to the first day of the month following the date of hire.

ADJOURNMENT

There being no other business, on a unanimous vote on a motion by Blane Volovich and a second by Richard Barnes the meeting was adjourned at 8:25 PM. The next regular meeting is scheduled for Tuesday, December 17, 2013 at 6:00 PM.

Secretary