

Cecil Township Municipal Authority
Monthly Meeting
December 17, 2013

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, December 17, 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 NOVEMBER 19, 2013

The Board on a unanimous vote on a motion by Blane Volovich and a second by Richard Barnes approved the minutes of the meeting of November 19, 2013.

ENGINEER REPORT

STATUS OF EASEMENT ACQUISITIONS FOR LSA GRANT PROJECT

Michael Sherrieb addressed the Board on the easements for the Sandlewood and Timbercrest pumping station projects. He requested the matter be discussed in Executive Session. He stated that three assignments and two agreements have been completed.

AUTHORIZE SIGNING SOUTHPOINTE TOWN CENTER SANITARY SEWER EASEMENT AND CONDITIONAL SEWER ACCEPTANCE OF SANITARY SEWERS

Walter O'Shinski requested the Board authorize signing a sanitary sewer easement for the Southpointe Town Center project. He also requested the Board authorize a conditional acceptance of the sanitary sewers for the project subject to the developer completing a punch list and providing an eighteen month maintenance bond.

The Board on a unanimous vote on a motion by Richard Barnes and a second by Stephanie Lucchino authorized the signing of the sanitary sewer easement and the conditional acceptance of the sanitary sewers for the Southpointe Town Center project.

DRAFT LAWRENCE ACT 537 PLAN PROVIDED FOR COMMENT

Walter O'Shinski advised the Board that a draft copy of the Act 537 Study for Lawrence has been circulated for comment. He stated a copy was provided to the township supervisors.

AUTHORIZE SIGNING OAKBROOK PHASE 5 SANITARY SEWER EASEMENT AND CONDITIONAL ACCEPTANCE OF SANITARY SEWERS

Walter O'Shinski requested the Board authorize signing a sanitary sewer easement for the Oakbrook Phase 5 project. He also requested the Board authorize a conditional acceptance of the sanitary sewers for the project subject to the developer completing a punch list and providing an eighteen month maintenance bond.

The Board on a unanimous vote on a motion by Timothy Markovich and a second by Richard Barnes authorized the signing of the sanitary sewer easement and the conditional acceptance of the sanitary sewers for Oakbrook Estates Phase 5.

AUTHORIZE SIGNING SOUTHPOINTE FORCE MAIN EASEMENT WITH SPOA

Walter O'Shinski requested the Board authorize signing an easement with SPOA for the relocation of the sanitary sewer force main in Southpointe. The Board on a unanimous vote on a motion by Blane Volovich and a second by Timothy Markovich authorized the signing of the easement.

SOLICITOR REPORT

Jeff Hollowood referred to his monthly report previously circulated to the Board. He discussed the agreement with Southpointe MDC for the pump station generator and the payment of \$45,000 as a substitute for the jib crane. He stated the agreement has been prepared for execution by Southpointe MDC. He discussed the draft service agreement with Chartiers Township and stated the matter is awaiting action by Chartiers Township. He discussed the license with Montour Trail for the LSA project to eliminate the Sandlewood pump station. He stated the proposed agreement with the Montour Trail is standard for all railroad encroachments and that the annual fee will be \$475. The agreement is now with the Montour Trail. He requested the Sandlewood and Timbercrest pumping station easement be discussed in Executive Session.

BUSINESS MANAGER REPORT

OFFICE SPACE; BILLING SYSTEM AND OFFICE EQUIPMENT

Dennis Bell updated the Board on the current office space and stated a meeting was recently held with Tom Casciola. He stated that the township would prefer for the Municipal Authority to remain in the building as opposed to relocated to the old township building. Tom Casciola suggested two options be considered, both of which would require reconstruction of the space. Donald Gennuso stated that the amount of space required is subject on whether the wastewater billing were done in-house.

The Board on a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich authorized hiring a space planner to prepare a plan for office layout for a fee not to exceed two thousand dollars.

The Board on a unanimous vote on a motion by Richard Barnes and a second by Stephanie Lucchino authorized the purchase of two office computer systems and the relocation of the engineer system at a cost not to exceed five thousand dollars.

DISCUSS OCTOBER 2013 FINANCIAL REPORT

Dennis Bell reported that the financial report for the month of October 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 Blane Volovich entered into an Executive Session at 6:30 PM to discuss potential litigation. The Board returned to the general session at 7:00 PM.

TIMBERCREST AND SANDLEWOOD SEWER PROJECTS – RIGHTS OF WAY

The Board on a unanimous vote on a motion by Richard Barnes and a second by Blane Volovich authorized the settlement of the Dolores Zupancic easement on the terms stated in the agreement.

The Board on a unanimous vote on a motion by Timothy Markovich and a second by Blane Volovich authorized acceptance of the counteroffer to Marian Fleher for the easement on the terms stated in the agreement.

The Board on a unanimous vote on a motion by Timothy Markovich and a second by Blane Volovich authorized offering the amount as discussed to Raymond and Deborah Carter.

The Board on a unanimous vote on a motion by Richard Barnes and a second by Stephanie Lucchino authorized the acceptance of the assignment of the utility easement from Thomas and Lynn Casciola for the Sandlewood pump station project.

The Board on a unanimous vote on a motion by Timothy Markovich and a second by Blane Volovich authorized KLH Engineers to prepare an agreement with Kenneth Heirendt for a temporary access through his property.

ADJOURNMENT

There being no other business, on a unanimous vote on a motion by Stephanie Lucchino and a second by Blane Volovich the meeting was adjourned at 7:15 PM. The next regular meeting is scheduled for Tuesday, January 21, 2014 at 6:00 PM.

Secretary