

Cecil Township Municipal Authority
Monthly Meeting
February 18, 2014

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, February 18, 2014, 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 Blane Volovich present. Absent were Richard Barnes and Timothy Markovich. Also present were Jeff Hollowood, Gaitens, Tucceri and Nicholas; Michael Sherrieb, KLH Engineers Inc., Walter O'Shinski P.E., Dennis Bell, Administrator and Gregory Gennuso, Assistant Administrator.

MINUTES OF JANUARY 21, 2014

The Board on a two to one vote on a motion by Stephanie Lucchino and a second by Donald Gennuso approved the minutes of the meeting of January 21, 2014. Blane Volovich abstained.

ENGINEER REPORT

UPDATE ON LAWRENCE PROJECT

Michael Malek with Senate Engineering discussed with the Board the proposed plant size in relation to an expanded potential future development area. He stated including the Hickman Farm would increase the equivalent development unit by an additional 150 requiring a larger treatment plant. He stated the 537 Study provides for a 330,000 gpd plant with excess capacity for 130 homes. Expansion to a 400,000 gpd plant would add approximately \$800,000 cost to the project. The Board suggested sizing the lines to accommodate the larger potential service area with a plant designed so that future expansion of the plant may be possible. The Board recommended submitting the 537 Plan to the PADEP for initial review so that if the plan is agreed to by PADEP then the 30 day public comment period may be held and the plan adopted by Cecil Township. The goal would be to have an approved final plan so that an LSA Grant application for the design may be submitted to Washington County for the October 2014 submission.

AUTHORIZE PAY ESTIMATES 3 AND 4 SOUTHPOINTE FORCE MAIN PROJECT

Michael Sherrieb recommended the Board approve pay estimate number 3 and 4 submitted by Allegheny Excavating for work completed through January 31, 2014. The Board on a unanimous vote on a motion by Blane Volovich and a second by Stephanie Lucchino authorized payment of pay estimate number 3 in the amount of \$48,192.90. The Board also authorized payment of pay estimate number 4 in the amount of \$115,159.50 on a unanimous vote on a motion by Blane Volovich and a second by Stephanie Lucchino.

AUTHORIZE PAY ESTIMATE 1 SOUTHPOINTE PUMPING STATION AND PIPE BURSTING PROJECT

The Board on a unanimous vote on a motion by Blane Volovich and a second by Stephanie Lucchino authorized payment of pay estimate number 1 in the amount of \$56,970.00 to Allegheny Excavating for work completed on the Southpointe pumping station and pipe bursting project.

AUTHORIZE RELEASE OF MAINTENANCE BOND FOR MAPLE RIDGE PHASE 5

The Board on a unanimous vote on a motion by Blane Volovich and a second by Stephanie Lucchino authorized release of the eighteen month maintenance bond for the Maple Ridge Phase 5 project.

UPDATE ON EASEMENTS FOR TIMBERCREST AND SANDLEWOOD SEWER PROJECT

Michael Sherrieb advised the Board that the sanitary sewer easement through property owned by Kenneth and Barbara Heirendt has been signed and will be recorded. He requested the easements for properties located north of the Montour Trail be held in Executive Session.

AUTHORIZE SIGNING OF CHAPTER 94 REPORTS

Walter O'Shinski advised the Board that the Chapter 94 reports for three treatment plants have been completed and circulated to the Board. He requested the Board authorize signing the reports for submission to PADEP. The Board on a unanimous vote on a motion by Blane Volovich and a second by Stephanie Lucchino authorized signing the Chapter 94 reports.

SOLICITOR REPORT

Jeff Hollowood referred to his monthly report previously circulated to the Board. He discussed property posting vs filing a criminal complaint for delinquent sewer bills specific to apartment complexes. He referred to the landlord/tenant shut-off policy for apartment complex when a sewage account is in arrears. He stated the policy would be to post each individual unit with a shut-off notice. The Board agreed that a lien notification letter be sent to the property owner for unpaid wastewater bills. The Board on a unanimous vote on a motion by Blane Volovich and a second by Stephanie Lucchino authorized a title search on the apartment complex for future action by the Board.

Jeff Hollowood stated that no response has been received from the Chartiers Township solicitor on an updated service agreement.

Jeff Hollowood discussed the RelTek license agreement for the Montour Trail. He stated the insurance coverage was accepted by RelTek and the relocation language was also approved. The Board on a unanimous vote on a motion by Blane Volovich and a second by Stephanie Lucchino authorized payment of a lump sum fee of \$7,600.00 to RelTek in lieu of a perpetual annual fee and the revisions discussed to the agreement.

Jeff Hollowood requested the easement matter be discussed in Executive Session.

BUSINESS MANAGER REPORT

DISCUSS OFFICE RELOCATION

Dennis Bell advised the Board on a meeting with Tom Celli with Celli-Flynn Brennan Architects and their proposal for reconfiguring office space within the township building. He stated the quote received from the firm to redesign the space was \$21,000.00. Donald Gennuso recommended a meeting be arranged with the township supervisors to discuss the matter.

DISCUSS NO LIEN LETTERS AND DYE TEST FEE STRUCTURE

Dennis Bell discussed with the Board the fee structure for dye testing a commercial building and recommended the fee be raised based on the time involved to complete the dye test. He also suggested the Board consider issuing a separate no-lien letter for wastewater and that the solicitor review the township ordinance from 1993 as to the specifics for making a change. The Board on a unanimous vote on a motion by Blane Volovich and a second by Stephanie Lucchino authorized changing the commercial dye test fee to \$200.00 from \$50.00 effective with all new applications and an amendment to the dye testing resolution be prepared.

AUTHORIZE TRANSFER FROM COMMUNITY BANK DEVELOPER ESCROW \$53,697.23 TO COMMUNITY BANK OPERATING CHECKING ACCOUNT

The Board on a unanimous vote on a motion by Blane Volovich and a second by Stephanie Lucchino authorized the transfer of \$53,697.23 from the Community Bank developer escrow account to the operating checking account. The transfer was to cover the expenses paid in 2013 for sewer projects.

AUTHORIZE SLOVENIAN S & L CERTIFICATE OF DEPOSIT RENEWAL

The Board on a unanimous vote on a motion by Blane Volovich and a second by Stephanie Lucchino authorized the reinvestment for one-year on CD # 13013879 and CD # 13013254 at the interest rate of 1.95% with a yield of 2.00%.

AUTHORIZE SIGNING OF SEWER SERVICE AND CONSTRUCTION AGREEMENT FOR OVERLOOK PHASE II & III

The Board on a unanimous vote on a motion by Blane Volovich and a second by Stephanie Lucchino authorized signing a sewer service and construction agreement for Phases II and III in the Overlook project.

DISCUSS DECEMBER 2013 FINANCIAL REPORT

Dennis Bell reported that the financial report for the month of December 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 Stephanie Lucchino, 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 Blane Volovich and a second by Stephanie Lucchino entered into an Executive Session at 7:07 PM to discuss property acquisition. The Board returned to the general session at 7:20 PM.

AUTHORIZE RESOLUTION 2014-7 CONDEMNATION BY EMINENT DOMAIN

The Board on a unanimous vote on a motion by Blane Volovich and a second by Stephanie Lucchino authorized the condemnation of a temporary construction easement and a permanent easement through property owned by Raymond I and Deborah L. Carter for parcel number 140-006-00-00-0038-00 for the purpose of constructing sanitary sewer lines through the property.

AUTHORIZE RESOLUTION 2014-8 CONDEMNATION BY EMINENT DOMAIN

The Board on a unanimous vote on a motion by Blane Volovich and a second by Stephanie Lucchino authorized the condemnation of a temporary construction easement and a permanent easement through property owned by Cyril James and Suzanne Michalka for parcel number 140-007-00-00-0004-07 for the purpose of constructing sanitary sewer lines through the property.

ADJOURNMENT

There being no other business, on a unanimous vote on a motion by Stephanie Lucchino and second by Blane Volovich the meeting was adjourned at 7:22 PM. The next regular meeting is scheduled for Tuesday, March 18, 2014 at 6:00 PM.

Secretary