

Cecil Township Municipal Authority
Monthly Meeting
April 15, 2014

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, April 15, 2014, at the Cecil Township Municipal Building in Cecil, PA. Chairman Donald Gennuso called the meeting to order at 6:01 PM with Blane Volovich, Richard Barnes, Stephanie Lucchino, and Timothy Markovich present. 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 MARCH 18, 2014

The Board on a four to one vote on a motion by Richard Barnes and a second by Blane Volovich approved the minutes of the meeting of March 18, 2014. Stephanie Lucchino abstained.

ENGINEER REPORT

UPDATE ON SOUTHPOINTE PUMP STATION-PIPE BURSTING PROJECT

Mike Sherrieb reported that the work for the project was installed and there are several areas that are surcharged or do not have adequate capacity. The contractor is currently using CCTV to re-inspect various sections to determine what sanitary lines need to be re-installed and or repaired. PVE Sheffler will prepare a corrective action plan to address all necessary repairs and submit the plan for review.

Jeff Hollowood stated because of the surcharge conditions not being in compliance with DEP Chapter 94, no new tap-in permits will be issued until the corrective action plan is completed, inspected and the sanitary sewer lines are accepted by the Authority. Stephanie Lucchino inquired on a timeline to complete the work. Mike Sherrieb responded that the work will take several months to complete. Mike Sherrieb stated that the surcharge areas are to be inspected by the contractor daily and if it appears that the surcharge condition is becoming worse, the contractor will pressure jet the system as necessary.

COMMENTS FROM THE FLOOR

Donald Gennuso asked for comments from the floor. Keith Straight with PVE Sheffler expressed concerns with the timeline of the project due to acquiring new easements from the golf course and union hall. Mike Sherrieb stated that there would be a need to obtain new easements from the golf course and union hall, due to the proposed abandonment of a portion of the sewer and relocation of the sewer through their property.

Keith Straight requested assistance from the board on obtaining the easements. Donald Gennuso responded that the contractor would have to acquire these easements and if unsuccessful then the matter may be raised at a future meeting.

Kevin Ahrens with DGA Construction Group discussed the tap-ins for the Reserve at Southpointe. Walter O'Shinski commented that an agreement to transfer a total of twenty- two (22) EDU'S from the developers of Ironwood II and The Overlook to the Reserve project was discussed, however the signed agreement for this transfer and the acknowledgement by the developers has not been provided.

AUTHORIZE SIGNING SANITARY SEWER EASEMENT FOR THE RESERVE PHASE I AND CONDITIONAL ACCEPTANCE OF SEWER FOR PHASE I

Walter O'Shinski requested the Board authorize signing the on-site sanitary sewer easement for The Reserve at Southpointe Phase 1. He stated the as-built plans have been received by KLH Engineers and the plans are currently under review. The Board on a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich authorized conditional approval of the signing the sanitary sewer easement subject to final review by the engineers.

Walter O'Shinski requested the conditional acceptance of the sewer in phase 1 of The Reserve at Southpointe. This approval is contingent on the completion of a punch list. The Board on a unanimous vote on a motion by Blane Volovich and a second by Richard Barnes authorized the conditional approval of the acceptance of the sewer lines for The Reserve Phase I.

AUTHORIZE SIGNING SANITARY SEWER EASEMENT FOR IRONWOOD II AND CONDITIONAL ACCEPTANCE OF SEWERS

Walter O'Shinski requested the Board authorize signing a sanitary sewer easement for Ironwood II. He stated the as-built plans have been received by KLH Engineers and the plans are currently under review. The Board on a unanimous vote on a motion by Richard Barnes and a second by Blane Volovich authorized conditional approval of the signing of the sanitary sewer easement subject to the final review by the engineers.

Walter O'Shinski requested the conditional approval of the sewers for Ironwood II. This approval is contingent on the completion of a punch list. The Board on a unanimous vote on a motion by Blane Volovich and a second by Tim Markovich authorized the conditional acceptance of the sanitary sewers for Ironwood II.

AUTHORIZE HIRING PART TIME SUMMER EMPLOYEE

Walter O'Shinski requested the hiring of part time summer employee for help with lawn and general maintenance. The Board on a unanimous vote on a motion by

Richard Barnes and a second by Blane Volovich approved the hiring of summer employee.

SOLICITOR REPORT

Jeff Hollowood referred to his monthly report previously circulated to the Board. He advised the Board that the amendment to the Southpointe Force Main and Pump Station contract related to the substitution of the Jib Crane have not been received. In addition, the agreement related to the reassigning of twenty-two (22) EDU's to The Reserve at Southpointe has not been received.

Jeff Hollowood stated that he spoke with Attorney Lieker regarding the service agreement between Chartiers Township and Cecil Township Municipal Authority. He stated the matter is under review by the Chartiers Township Engineer.

Jeff Hollowood advised the Board that the revised agreement with ReLTEK for the Montour Trail Council easement is acceptable for execution provided that the insurance limits of liability are revised to the Authority's current policy limits.

Jeff Hollowood stated the condemnations have been filed for the Sandlewood Drive and Timbercrest Drive pumping station projects. He advised the Board that a settlement has been reached with Raymond and Deborah Carter and that both the easement and settlement agreement will be delivered to the Authority office. The Board on a unanimous vote on a motion by Richard Barnes and a second by Stephanie Lucchino authorized ratifying the settlement agreement with the Carters.

The Board on a unanimous vote on a motion by Richard Barnes and a second by Stephanie Lucchino authorized the approval of the execution of the deed of easement with the Carters.

BUSINESS MANAGER REPORT

AUTHORIZE SIGNING RELTEK AGREEMENT FOR THE MONTOUR TRAIL AND PAYMENT OF THE \$1,200 FOR DOCUMENT PREPARATION AND PROCESSING

The Board on a unanimous vote on a motion by Blane Volovich and a second by Timothy Markovich authorized signing the agreement with Montour Trail Council as submitted by ReLTEK LLC provided that the insurance limits of liability are revised to the Authority's current policy limits and the payment of the \$1,200 to ReLTEK LLC for preparation and processing of the agreement.

AUTHORIZE THE ONE TIME LUMP SUM PAYMENT OF \$7600 TO MONTOUR TRAIL PER THE MONTOUR TRAIL LICENSE AGREEMENT

The Board on a unanimous vote on a motion from Richard Barnes and a second by Stephanie Lucchino authorize the one time lump sum payment of \$7,600 to the Montour Trail Council as per the licensing agreement.

AUTHORIZE SLOVENIAN SAVINGS CERTIFICATE OF DEPOSIT RENEWAL

The Board on a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich authorized the reinvestment for one-year of CD # 13019161 at the interest rate of 1.95% with a yield of 2.00%.

DISCUSS INSURANCE COVERAGE FOR LIFE INSURANCE.

Dennis Bell reported that the life insurance coverage from Harleysville Insurance Company agency is not providing the coverage that is stated in the personnel manual. Donald Gennuso responded that we should investigate the matter on what options may be available. He suggested speaking with Robert Simonin on what was suggested in his email. Blane Volovich stated that his firm using the services of Henderson Brothers and that perhaps we could investigate the matter with them. The general consensus would be to provide the life insurance coverage at 1 ½ times the salary with a maximum of \$50,000 as stated in the personnel manual.

AUTHORIZE THE RELEASE OF THE MAINTENANCE BOND FOR ALTO PIANO PHASES 3, 6, 8 and 9

Mike Sherrieb confirmed that the sewer line inspections in Alto Piano phases 3, 6, 8 and 9 were completed and that all punch list items have been corrected. The Board on a unanimous vote on a motion by Richard Barnes and a second by Blane Volovich authorized the release of the maintenance bond held with Slovenian Savings.

DISCUSS FEBRUARY 2014 FINANCIAL REPORT

Dennis Bell reported that the financial report for the month of February 2014 was provided for the Board to review.

CORRESPONDENCE

There were no comments on the correspondence.

ADDITIONAL COMMENTS FROM THE FLOOR

Donald Gennuso asked for any additional comments from the floor. Keith

Straight from PVE Sheffler requested the Board give consideration to approve the easements for the Southpointe Force Main and Pump Station project prior to the next board meeting, so that the project may proceed. Donald Gennuso suggested that an emergency blanket approval for the easements be granted and then the action be ratified at the next board meeting. The easements would be reviewed by Walter O'Shinski, Michael Sherrieb and Jeff Hollowood for correctness and recording and that would permit the contractor to begin work on making the necessary repairs to the sanitary sewer lines. The Board on a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich authorized the blanket emergency approval for the easements subject to engineer and legal review and the ratification of the easements at the next board meeting.

PAYING OF EXPENSES/TRANSFER OF FUNDS ETC.

By a unanimous vote on a motion by Blane Volovich and a 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 PADEP

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 6:57 PM. The next regular meeting is scheduled for Tuesday, May 20, 2014 at 6:00 PM.

Secretary