

Cecil Township Municipal Authority  
Monthly Meeting  
September 16, 2014

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, September 16, 2014 at the Cecil Township Municipal Building in Cecil, PA. Chairman Donald Gennuso called the meeting to order at 5:57 PM with Blane Volovich, and Richard Barnes in attendance. 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. Stephanie Lucchino, and Timothy Markovich were absent.

MINUTES OF AUGUST 19, 2014

The Board by a unanimous vote on a motion by Richard Barnes and a second by Blane Volovich approved the minutes of the meeting of August 19, 2014.

ENGINEER REPORT

UPDATE ON LAWRENCE ACT 537 PLAN

Michael Malak from Senate Engineering updated the Board on the status of the Act 537 plan that was submitted to the DEP. He stated that the items returned from the DEP were standard items found on all ACT 537 reviews and that the completion of 3 of those 6 boiler plate items were already completed. The remaining items to be completed are for the Township to adopt the plan, an environmental checklist and for the plan to be advertised and those subsequent comments to be reported. The technical issues that need addressed are an amended map showing the proposed sewage plant and pump station locations, and the further documentation proving the existence of wildcat sewers in the area. The amended map was already sent into DEP by Mike Malak. The existence of the wildcat sewer is not required for Act 537, but for Pennvest funding and it was determined that it would be better suited to acquire this documentation during the design phase. The Board, by a unanimous vote on a motion by Blane Volovich and a second by Richard Barnes, authorized the advertising of the draft plan.

The next step for this project is to apply for a LSA grant which is due by October 15, 2014. The Board, by a unanimous vote on a motion by Richard Barnes and a second by Blane Volovich, authorized the preparation and submission of the Local Share Grant application to be completed by Senate Engineering.

## UPDATE ON SOUTHPOINTE PIPE BURSTING REPAIRS AND PUMP STATION

Michael Sherrieb updated the Board on the status of the Southpointe Pipe Bursting and Pump Station project. He stated that there are two remaining items to finish the close out punch list. The outstanding items are two releases and the receipt of the maintenance bond. The Southpointe Golf Club and resident Regina Johnson still have some restoration items outstanding before they will issue a release. These restoration items are in the process of being completed and the line of credit would cover these items once the job is closed. The maintenance bond is in the process of being sent to the Authority.

There is also an issue between Allegheny Excavating and State Pipe Service in regards to payment of work completed. Solicitor Jeff Hollowood suggested an indemnification agreement with terms that are beneficial to the Authority be executed so that this issue does not financially affect the Authority or delay the completion of the project. The Board, by a unanimous vote on a motion by Richard Barnes and a second by Blane Volovich, authorized an indemnification agreement to be executed.

Michael Sherrieb requested the Board approve pay estimate # 5 on the Southpointe pipe bursting project. The amount initially reported by Michael Sherrieb was \$35,849.25 to Morgan Management. This amount was incorrect. The correct amount of Pay Estimate #5 for the Morgan Management Pipe Bursting is \$27,645.75. This amount is to be amended in the next meeting October 21, 2014. The Board, by a unanimous vote on a motion by Richard Barnes and a second by Blane Volovich, authorized payment on pay estimate #5 to Morgan Management.

Michael Sherrieb requested the Board approve pay estimate # 6 on the Southpointe pump station project. The amount requested is \$35,803.80 to Allegheny Excavating. The Board, by a unanimous vote on a motion by Blane Volovich and a second by Richard Barnes authorized payment on pay estimate #6.

Michael Sherrieb requested the Board approve pay estimate #11 on the Southpointe force main project in the amount of \$1,964.25. The Board, by a unanimous vote on a motion by Richard Barnes and a second by Blane Volovich, authorized payment on pay estimate #11 to MDC.

Michael Sherrieb stated that we received the Electrical Service Agreement for the Southpointe pump station and that this agreement needs to be executed by The Authority and payment of \$10,275.25 needs to be paid by the developer. Michael Sherrieb requested a motion to authorize the signing of the Electrical Services Agreement with West Penn Power. The Board, by a unanimous vote on a motion by Blane Volovich and a second by Richard Barnes, authorized the signing of the agreement.

## UPDATE ON SANDLEWOOD AND TIMBERCREST DRIVE SEWER PROJECT

Michael Sherrieb stated the project is ready for bidding. Revisions to the contract documents and specifications have been made. The following timetable was presented: September 16, 2014- KLH will advertise the public bid, October 10, 2014- acceptance of bids, October 21, 2014-awarding of contracts and notice to proceed, November 3, 2014- construction to start and December 12, 2014- construction is complete.

## CONDITIONAL RELEASE OF MAINTENANCE BOND FOR MAPLE RIDGE PHASE 6

Walter O'Shinski reported that a punch list for Maple Ridge Phase 6 was provided to the developer and requested the Board conditionally release the maintenance bond at the completion of the punch list. The Board, by a unanimous vote on a motion by Richard Barnes and a second by Blane Volovich, authorized conditional release of the maintenance bond.

## CONDITIONAL ACCEPTANCE OF HOLIDAY INN AT SOUTHPOINTE SANITARY SEWER

Walter O'Shinski requested the Board authorize a conditional acceptance for the Holiday Inn at Southpointe sewer lines pending submission of the required Release of Lien. The Board, by a unanimous vote on a motion by Blane Volovich and a second by Richard Barnes, authorized a conditional acceptance of the Holiday Inn at Southpointe sanitary sewers.

## AUTHORIZE SIGNING SANITARY SEWER EASEMENT FROM M. PATRICIA LIED FOR LOT 106-R MISSION HILLS

Walter O'Shinski requested the Board authorize signing a deed of sanitary sewer easement for lot 106-R as the lot was subdivided and a correction of easement is needed. The Board, by unanimous vote on a motion by Richard Barnes and a second by Blane Volovich, authorized signing the sanitary sewer easement.

## SOLICITOR REPORT

Jeff Hollowood referred to his monthly report circulated to the Board. He referred to the Canonsburg Houston Joint Authority request to extend duration of Service Agreements for bond purposes. He was prepared to recommend a motion to authorize this extension but with other participating municipalities currently bringing forth demands it is unlikely that any extension agreements/addenda/amendments will be available for review in the immediate future.

Jeff Hollowood discussed with the Board the executed resolution imposing a transportation charge for Chartiers Township and to date, no objections or issues with the agreement have been brought to the solicitor's attention, and preparations to bill these

clients quarterly should be made.

Jeff Hollowood discussed the additional space–lease or purchase of property and requested the subject be discussed in executive session.

Jeff Hollowood discussed the Authority’s investment policy and requested the subject be discussed in executive session.

## BUSINESS MANAGER REPORT

### RATIFY REINVESTMENT OF CD # 00-13017918

Dennis Bell requested the Board to reinvest Certificate of Deposit # 00-13017918. The Board, by unanimous vote on a motion by Richard Barnes and second by Blane Volovich, approved the reinvestment for a term of one-year at the interest rate of 1.95% with a yield of 2.00% with no penalty for early withdrawal.

### DISCUSS DEDUCTION METER CREDIT VERSUS CHECKS

Dennis Bell recommended the option of issuing of a credit for deduction meter clients. Clients currently are receiving a check and this is a time consuming process that could be streamlined by issuing credits to the bills. Dennis requested the board to approve a letter to be sent to the clients advising them of the change, and the use of credits to reimburse clients. The Board, by unanimous vote on a motion by Richard Barnes and second by Blane Volovich, approved the use of credits and the writing of the letter.

### AUTHORIZE PURCHASE OF NEW TRUCK

Dennis Bell requested the Board to authorize the purchase of a new truck. This purchase was contingent on hiring of Michael Sherrieb, which was confirmed in September. The Board, by unanimous vote on a motion by Richard Barnes and second by Blane Volovich, approved the purchase of a new truck not to exceed \$32,000.

### DISCUSS JULY 2014 FINANCIAL REPORT

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

## REVIEW OF 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 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

## EXECUTIVE SESSION

The Board by a unanimous vote on a motion by Richard Barnes and a second by Blane Volovich entered into an executive session at 6:45 PM to discuss real estate and investment policy issue. The Board returned to the general session at 7:01 PM.

### AUTHORIZE AN ARCHITECT TO REVIEW REAL ESTATE

The Board, by a unanimous vote on a motion by Blane Volovich and a second by Richard Barnes, authorized an architect to review the property at 3337 Millers Run Road, Cecil PA, at a cost not to exceed \$1,500 as discussed in the Executive Session.

### AUTHORIZE NOTIFICATION TO CWM

The Board, by unanimous vote on a motion by Richard Barnes and a second by Blane Volovich, authorized termination of the contract with CWM Environmental as discussed in the Executive Session.

## ADJOURNMENT

There being no other business, by a unanimous vote on a motion by Blane Volovich and a second by Richard Barnes, the meeting was adjourned at 7:03 PM. The next regular meeting is scheduled for 6:00 P.M. Tuesday, October 21, 2014.

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Secretary