

Cecil Township Municipal Authority  
Monthly Meeting  
March 17, 2015

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, March 17, 2015 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 in attendance. Also present were Jeff Hollowood, Gaitens, Tucceri and Nicholas; Eric Tissue, KLH Engineers; Walter O'Shinski P.E., Dennis Bell, Administrator and Gregory Gennuso, Assistant Administrator.

MINUTES OF FEBRUARY 17, 2015

The Board by a four to one vote on a motion by Blane Volovich and a second by Stephanie Lucchino approved the minutes of the meeting of February 17, 2015. Richard Barnes abstained.

ENGINEER REPORT

UPDATE ON SANDLEWOOD & TIMBERCREST DRIVE SEWER PROJECT

Eric Tissue reported that no work has been done on the Sandlewood project within the past thirty days. He stated the sewer boring could take three weeks with the total project being completed within thirty days. He advised the Board that Washington County Conservation District has notified the Authority for erosion control and that work would be completed on Wednesday, March 18, 2015.

Eric Tissue also advised the Board on an issue for handling pay estimates on the project. He stated the first pay estimate was paid by the Municipal Authority and also by the Washington County Redevelopment Authority. R & B Contracting will return the funds to the Municipal Authority.

APPROVE PAY ESTIMATE # 1 FOR SANDLEWOOD DRIVE

The Board by a unanimous vote on a motion by Blane Volovich and a second by Richard Barnes authorized pay estimate number 1 in the amount of \$33,750.00 payable to R and B Contracting for the Sandlewood Drive project.

SOLICITOR REPORT

Jeff Hollowood referred to his monthly report. He referred to the Chartiers Township matter discussed at the February 2015 meeting with respect to the service

agreement and the requirement for Chartiers Township to provide usage data to the Authority. Greg Gennuso stated the data was received and Chartiers Township will issue a check after their meeting on March 23, 2015. Jeff Hollowood discussed the lien policy and procedure regarding the inclusion of all lawful costs and fees. He further stated that staff adjusted the internal records to include the full lien amount. He discussed a bankruptcy dismissal without prejudice and stated a proof of claim will be refiled prior to July 13, 2015.

## BUSINESS MANAGER REPORT

### DISCUSS OFFICE SPACE AT CECIL PLAZA/RFP

Jeff Hollowood discussed his conversation with Tom Casciola regarding office space in the Cecil Plaza and owned by Mr. Casciola. He stated that Tom Casciola has contacted the state ethics commission for a ruling on his planned leasing of the office space to the Municipal Authority. A discussion was held on preparing an advertisement on an RFP for office space. In addition, the Board inquired on what plans the township has for permitting the Municipal Authority to maintain offices in the township building. It was suggested that a letter be given to the township supervisors requesting clarification on their position.

The Board by a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich authorized a letter be sent to the board of supervisors regarding a timeline on when the Municipal Authority would need to vacate the township building.

The Board by a unanimous vote on a motion by Stephanie Lucchino and a second by Blane Volovich authorized the advertisement of a RFP for lease or purchase of office space with a minimum of 1,000 square feet.

The Board by a 4 to 1 vote on a motion by Stephanie Lucchino and a second by Timothy Markovich authorized Richard Barnes to contact a real estate agent to explore commercial properties within Cecil Township. Mr. Barnes abstained.

### RATIFY PRE-DEVELOPER AGREEMENT FOR RIDGEWOOD HEIGHTS PLAN SECTION 5R

The Board by a unanimous vote on a motion by Blane Volovich and a second by Timothy Markovich ratified the signing of a pre-developer agreement with Ridgewood Heights Development LLC for Ridgewood Heights Plan Section 5R. The developer deposited \$4,000.00 into an escrow account to cover Authority costs.

### AUTHORIZE RENEWAL OF CD 13010664 – SLOVENIAN SAVINGS

The Board by a unanimous vote on a motion by Stephanie Lucchino and a second by Richard Barnes authorized renewal of CD 13010664 with Slovenian Savings for a

period of one year at a rate of 1.95% with a yield of 2.00%.

## DISCUSS JANUARY 2015 FINANCIAL REPORT

Dennis Bell reported that the financial report for the month of January 2015 was provided for the Board to review.

## REVIEW OF CORRESPONDENCE

Timothy Markovich inquired on the status of the 529 Plan for Lawrence. Walter O'Shinski stated Washington County Authority has awarded an LSA grant however the funds will not be available until late summer and that work cannot proceed until the funds are awarded.

Walter O'Shinski inquired with the solicitor on the Sitarik Maintenance Bond issues as reported in his monthly report. The expiration date for the two year maintenance bond is April 19, 2015. Eric Tissue will contact Sitarik regarding any outstanding restoration issues and their plans for completing the work.

Stephanie Lucchino inquired on the township letter addressed to Mount Pleasant Township for a planned sewage project to include Southview. Walter O'Shinski stated the request is for a plan revision which requires township support. He stated the Municipal Authority is not a part of the project.

Stephanie Lucchino inquired on an update of the rate stabilization fund. Walter O'Shinski stated he is working on completing the work and he will circulate to the Board on completion.

Stephanie Lucchino inquired on whether the Municipal Authority plans on doing any sewer line work in the Fleehar subdivision specifically along Windcrest Drive. Walter O'Shinski stated several sewer backups have occurred and recommended an LSA Application be submitted for a construction project.

## PAYING OF EXPENSES/TRANSFER OF FUNDS ETC.

By a unanimous vote on a motion by Richard Barnes 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

## COMMENT FROM THE FLOOR

No comments from the floor.

ADJOURNMENT

There being no other business, by a unanimous vote on a motion by Stephanie Lucchino and a second by Blane Volovich, the meeting was adjourned at 7:05 PM. The next regular meeting is scheduled for 6:00 P.M. Tuesday, April 21, 2015.

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Secretary