

Cecil Township Municipal Authority
Monthly Meeting
April 21, 2015

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, April 21, 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 Romel Nicholas, Gaitens, Tucceri and Nicholas; Eric Tissue, KLH Engineers; Walter O'Shinski P.E., Dennis Bell, Administrator and Gregory Gennuso, Assistant Administrator.

MINUTES OF MARCH 17, 2015

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 March 17, 2015.

ENGINEER REPORT

UPDATE ON SANDLEWOOD DRIVE SEWER PROJECT

Eric Tissue reported that the core boring equipment has arrived on site and the work is estimated to be completed within three weeks. He stated the property owners are pleased that the construction has resumed. The expenses incurred by the Authority to correct the problems at the pump station will be deducted from the final payment.

RATIFY SOUTHPOINTE PUMP STATION/FORCE MAIN FINAL PAY ESTIMATE # 14 AND FINAL PAY ESTIMATE # 9

The Board by a unanimous vote on a motion by Richard Barnes and a second by Blane Volovich ratified the pay estimate # 14 in the amount of \$43,781.05 and pay estimate # 9 in the amount of \$37,210.00. Both are final payments on the project.

APPROVE PAY ESTIMATES FOR OVERLOOK PHASES 2 AND 3

The Board by a unanimous vote on a motion by Blane Volovich and a second by Stephanie Lucchino authorized pay estimate # 3 for the Overlook Phase 2 in the amount of \$43,493.40 and pay estimate # 3 for the Overlook Phase 3 in the amount of \$32,381.10 contingent on completion of all testing.

COMMENT FROM THE FLOOR

The Chairman ask for comment from the floor and no comments were received.

SOLICITOR REPORT

Romel Nicholas stated he would address a personnel issue in Executive Session. He had no additional comments.

BUSINESS MANAGER REPORT

AUTHORIZE TRANSFER FROM DEVELOPER ESCROW ACCOUNT TO COMMUNITY BANK SWEEP

The Board by a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich authorized the transfer of \$64,604.00 from the Community Bank Developer Escrow account to the Community Bank Sweep account. The amount transferred was for developer expenses in 2014 and interest income earned in 2014.

AUTHORIZE TRANSFER FROM TAP-IN ACCOUNT TO COMMUNITY BANK SWEEP

The Board by a unanimous vote on a motion by Blane Volovich and a second by Timothy Markovich authorized the transfer of \$65,000.00 from the Community Bank Tap-In account to the Community Bank Sweep account.

AUTHORIZE RENEWAL OF CD 13019161 WITH SLOVENIAN SAVINGS

The Board by a unanimous vote on a motion by Richard Barnes and a second by Stephanie Lucchino authorized the renewal of CD 13019161 with Slovenian Savings for a period of one year at the interest rate of 1.95% with a yield of 2.00%.

AUTHORIZE SIGNING CONSTRUCTION AGREEMENT FOR RIDGEWOOD HEIGHTS DEVELOPMENT LLC

The Board by a unanimous vote on a motion by Richard Barnes and a second by Blane Volovich authorized the signing of a construction agreement with Ridgewood Heights Development LLC. Dennis Bell advised the Board that a deposit of \$12,000.00 has been requested for the developer escrow.

AUTHORIZE RELEASE OF PERFORMANCE BOND FROM NORTHPOINTE DEVELOPMENT GROUP

The Board on a unanimous vote on a motion by Blane Volovich and a second by Stephanie Lucchino authorized the release of a cash performance bond in the amount of \$46,981.00 to Northpointe Development Group LLC.

AUTHORIZE RESOLUTION 2015-1 EMPLOYEE SALARIES FOR 2015

The Board by a unanimous vote on a motion by Richard Barnes and a second by Stephanie Lucchino authorized Resolution 2015-1 Employee Salaries for 2015.

UPDATE ON BILLING SERVICES

Dennis Bell discussed with the Board the proposed letter to the customers on the billing change. The Board agreed to print the letter for an early May 2015 mailing. Stephanie Lucchino inquired on the response from Jeff Hollowood letter of April 7, 2015 for providing our office with the historical data. Greg Gennuso stated that no response has been received from Freedom Systems. The Board suggested that Romel Nicholas contact Dave Crist with Freedom System on the transition.

ADVERTISE FOR PART TIME SUMMER EMPLOYEE

Stephanie Lucchino requested the matter be discussed in Executive Session.

DISCUSS PROPOSALS FOR OFFICE SPACE

Romel Nicholas suggested the matter be discussed in Executive Session.

FINANCIAL REPORT FEBRUARY 2015

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

REVIEW OF CORRESPONDENCE

The Board had no comments on the correspondence.

PAYING OF EXPENSES/TRANSFER OF FUNDS ETC.

By a unanimous vote on a motion by Richard Barnes and a second by Blane Volovich, 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 6:20 PM to discuss a personnel issue and proposals for office space. The Board returned to the general session at 7:03 PM.

UNEMPLOYMENT COMPENSATION FOR CHARLES BURNFIELD

The Board by a unanimous vote on a motion by Blane Volovich and a second by Timothy Markovich stated that it would be cost prohibitive to contest the unemployment compensation claim filed by Charles Burnfield and agreed to no further action.

APPROVE ACCEPTANCE OF OFFICE SPACE PROPOSAL

The Board by a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich authorize a lease agreement with Horizon Properties for office space at 375 Southpointe Boulevard, Canonsburg PA. The lease agreement must be reviewed and approved by the solicitor. The Board requested the solicitor notify the township after the lease agreement has been completed.

AUTHORIZE EMPLOYMENT ADVERTISEMENT FOR ENGINEER

The Board by a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich authorized the staff to advertise for an Assistant Engineer.

AUTHORIZE EMPLOYMENT ADVERTISEMENT FOR A LABORER

The Board by a unanimous vote on a motion by Stephanie Lucchino and a second by Richard Barnes authorized the staff to advertise for a Laborer. The Board elected not to hire for a part-time summer employee.

ADJOURNMENT

There being no other business, by a unanimous vote on a motion by Stephanie Lucchino and a second by Timothy Markovich, the meeting was adjourned at 7:20 PM. The next regular meeting is scheduled for 6:00 P.M. Tuesday, May 19, 2015.

Secretary