

Cecil Township Municipal Authority
Monthly Meeting
May 19, 2015

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, May 19, 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, 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. Blane Volovich was absent.

MINUTES OF APRIL 21, 2015

The Board by a unanimous vote on a motion by Timothy Markovich and a second by Richard Barnes approved the minutes of the meeting of April 21, 2015.

ENGINEER REPORT

UPDATE ON SANDLEWOOD DRIVE SEWER PROJECT

Eric Tissue reported that the core boring has progressed approximately 170 feet through rock with approximately 80 feet remaining. He stated the bit used in the core boring has been damaged and a delay in site work has occurred. He stated expenses incurred by the Authority will be submitted to the contractor for payment at the end of the project.

UPDATE ON OVERLOOK PHASE 2 AND 3

Eric Tissue stated that testing has been completed and punch list items are being prepared. A final walk through should be completed within the week. Gary Sipple addressed the Board requesting conditional approval for acceptance of the sanitary sewers to service phases 2 & 3 in the Overlook subdivision subject to his completing the punch list items, providing the maintenance bond and paying outstanding expenses. He further stated that the sanitary sewer easements have been revised and submitted for review. The Board by a unanimous vote on a motion by Richard Barnes and a second by Stephanie Lucchino authorized conditional acceptance contingent on all items required per the construction agreement being completed.

SOLICITOR REPORT

Romel Nicholas stated he reviewed the lease and provided his comments to the office staff. Greg Gennuso stated a revised lease has been received from Horizon Properties and that he would provide a copy to the solicitor. The Board by unanimous vote on a motion by Richard Barnes and a second by Stephanie Lucchino authorized signing the lease agreement after final review by the solicitor and management.

BUSINESS MANAGER REPORT

RATIFY HIRING OF TREATMENT PLANT CERTIFIED OPERATOR

The Board by a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich ratified the decision for hiring Gregory Melone as a treatment plant certified operator effective on Tuesday, May 26, 2015.

UPDATE ON BILLING SERVICES

Greg Gennuso advised the Board that all data was received on May 13, 2015 from Freedom Systems and forwarded to Harris for formatting. He stated that Harris requires one week to complete the formatting and that training will be scheduled for early June. He stated Freedom Systems will bill through June 2015 and collect the payments into July 2015. The Authority will begin billing in July 2015.

UPDATE ON OFFICE SPACE LEASE

Greg Gennuso stated that the issue was discussed previously by the solicitor.

RATIFY EMPLOYEE INSURANCE COVERAGES FOR 2015-2016

Greg Gennuso stated a change in service providers from Harleysville Insurance to Guardian Group for the Long Term/Short Term Disability and Life Insurance coverage as proposed in the Guardian Group proposal. The change is effective on June 1, 2015. In addition, the Guardian Group will also provide vision and dental insurance. Dennis Bell stated the proposal was emailed to the board members for their review. The Board by a unanimous vote on a motion by Timothy Markovich and a second by Richard Barnes authorized the change in insurance providers.

FINANCIAL REPORT MARCH 2015

Dennis Bell reported that the financial report for the month of March 2015 was provided for the Board to review. Stephanie Lucchino inquired on the status of the annual audit.

REVIEW OF CORRESPONDENCE

Stephanie Lucchino commented on the scheduling for the dye testing at the Fleehler apartments and the no lien letter. She stated the property was scheduled for a closing the end of May 2015. Stephanie Lucchino commented on the letter from PA DEP regarding providing sewage to the village of Southview. The Board requested a letter to Cecil Township Supervisors referencing the PA DEP letter and inquire on the status of the project and does the township need the Municipal Authority to do anything in regard to the project.

PAYING OF EXPENSES/TRANSFER OF FUNDS ETC.

By a unanimous vote on a motion by Stephanie Lucchino 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, by a unanimous vote on a motion by Stephanie Lucchino and a second by Timothy Markovich, the meeting was adjourned at 6:40 PM. The next regular meeting is scheduled for 6:00 P.M. Tuesday, June 16, 2015.

Secretary