

Cecil Township Municipal Authority  
Monthly Meeting  
June 16, 2015

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, June 16, 2015 at the Cecil Township Municipal Building in Cecil, PA. Secretary/Treasurer Blane Volovich called the meeting to order at 6:00 PM with 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. Donald Gennuso and Stephanie Lucchino were absent.

MINUTES OF MAY 19, 2015

The Board by a two to one vote on a motion by Richard Barnes and a second by Timothy Markovich approved the minutes of the meeting of May 19, 2015. Blane Volovich abstained.

ENGINEER REPORT

UPDATE ON SANDLEWOOD DRIVE SEWER PROJECT

Walter O'Shinski updated the Board on the Sandlewood Drive project. He stated that the core boring restarted on June 15, 2015 and it should be completed within one week and that the project should be completed within one month.

UPDATE ON OVERLOOK PHASE 2 AND 3

Walter O'Shinski recommended the signing of a sanitary sewer easement for the Overlook Phase 2 and 3. The Board by a unanimous vote on a motion by Timothy Markovich and a second by Richard Barnes authorized signing the easement.

AUTHORIZE PAY ESTIMATES FOR OVERLOOK 2 AND 3

The Board by a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich authorized Pay Estimate # 4 for Overlook Phase 2 in the amount of \$14,446.80.

The Board by a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich authorized Pay Estimate # 4 for Overlook Phase 3 in the amount of \$12,686.30.

The Board by a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich authorized Pay Estimate # 5 for Overlook Phase 2 in the amount of \$12,325.10.

### SOLICITOR REPORT

Romel Nicholas stated his monthly report was circulated to the Board. He requested the Board ratify the signing of the office lease with Horizon Properties. The Board by a unanimous vote on a motion by Timothy Markovich and a second by Richard Barnes ratified the signing of the lease.

Romel Nicholas discussed and recommended the Board adopt a change in the Short/Long Term Disability Insurance to include the statement “so long as the insurance carrier’s eligibility requirements are met. The Board by a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich authorized the change to the personnel policy. The change will be noted in the employee personnel policy handbook.

### BUSINESS MANAGER REPORT

#### AUTHORIZE CONTRACT RENEWAL WITH CUMMINS-BRIDGEWAY FOR PLANT EQUIPMENT MAINTENANCE

The Board by a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich authorized a one year service agreement contract with Cummins-Bridgeway for emergency generator equipment maintenance.

#### AUTHORIZE SIGNING PRE-DEVELOPER AGREEMENT WITH GEORGE ELISH FOR SEWER LINE RELOCATION

Walter O’Shinski discussed with the Board the request by George Elish to eliminate a grinder pump for property at 100 Circle Lane, Canonsburg PA currently serviced by R & S Wastewater Services. He stated the property owner will install a gravity sewer line to connect into the Millers Run system. He will submit construction plans for making the change. The Board by a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich authorized signing the pre-developer agreement.

#### UPDATE ON BILLING SERVICES

Greg Gennuso provided the Board with an update on the billing service. He stated Harris Solutions are on-site this week for staff training. The Authority will begin sewer billing on July 1, 2015. He recommended the Board authorize on a month-to-month basis our ability to continue to review billing through Freedom Systems. The Board by a unanimous vote on a motion by Timothy Markovich and a second by Timothy

Markovich authorized a month-to-month access to Freedom Systems at a cost of \$500.00 per month.

#### UPDATE ON OFFICE SPACE LEASE

Greg Gennuso advised the Board that the move in date is July 1, 2015. South Hills Moving will handle the move to the 375 Southpointe Boulevard address. The solicitor recommended a summary of total moving expenses for the Board review at the July meeting.

#### FINANCIAL REPORT APRIL 2015

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

#### AUTHORIZE HIRING STANLEY MALINGOWSKI

The Board by a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich authorize the hiring of Stanley Malingowski subject to completion of a criminal background check and a physical examination with drug screening. The hourly rate is \$15.00 per hour.

The Board by a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich authorized the hiring of a second laborer for the field operations. Walter O'Shinski stated he would continue to review the resumes on file.

#### REVIEW OF CORRESPONDENCE

There were no comments on the monthly correspondence.

#### 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

ADJOURNMENT

There being no other business, by a unanimous vote on a motion by Timothy Markovich and a second by Richard Barnes, the meeting was adjourned at 6:28 PM. The next regular meeting is scheduled for 6:00 P.M. Tuesday, July 21, 2015.

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Secretary