

Cecil Township Municipal Authority
Monthly Meeting
August 18, 2015

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, August 18, 2015 at the Cecil Township Municipal Building in Cecil, PA. Chairman Donald Gennuso called the meeting to order at 6:00 PM with Richard Barnes, Stephanie Lucchino, and Blane Volovich 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. Timothy Markovich was absent.

MINUTES OF JUNE 16, 2015

The Board by a three to one vote on a motion by Richard Barnes and a second by Blane Volovich approved the June 16, 2015 minutes. Stephanie Lucchino abstained but approved the minutes for the purpose of publication. Donald Gennuso abstained.

MINUTES OF JULY 21, 2015

The Board by a three to one vote on a motion by Richard Barnes and a second by Stephanie Lucchino approved the July 21, 2015 minutes. Blane Volovich abstained.

ENGINEER REPORT

UPDATE ON SANDLEWOOD DRIVE SEWER PROJECT

Eric Tissue updated the Board on the Sandlewood Drive project. There is a final punch list of items for the contractor to complete and a final walk through of the project in order to finish the project. It was stated that the Authority has costs associated with the delay in completing the project and agreed to discuss these costs with the contractor. The contract contains a liquidated damages claim clause but it was agreed that an acceptable alternative to a liquidated damages claim would be to have the contractor reimburse the Authority for the costs associated with the delay. It was agreed to arrange a meeting with R & B Contractors in an attempt to resolve the matter. The results of the meeting should be stated in a letter of agreement between all parties. Walter O'Shinski and Eric Tissue recommended that pay estimates for the project continue to be released to demonstrate good faith with the contractor. The Board by a unanimous vote on a motion by Stephanie Lucchino and a second by Richard Barnes approved Pay Estimate # 2 for the Sandlewood Drive Pump Station Project.

TIM ANDREWS ISSUE WITH ROADWAY TO SANDALWOOD DRIVE PUMP STATION

Walter O'Shinski updated the Board on the history with Mr. Andrews in regards to the pump station roadway that is located behind his home. He stated that Mr. Andrews would like the roadway removed. Walter O'Shinski stated that the removal of the roadway was not included in the contract. The Board decided not to remove the roadway.

UPDATE ON LAWRENCE DESIGN PROJECT - ENGINEERING SELECTION PROCESS

Walter O'Shinski updated the Board on the Lawrence Project Engineering Selection process. The legal advertisement for engineering to design the project was published on July 27, 29 and 31, 2015 with proposals accepted by August 31, 2015. Walter O'Shinski stated that eight to ten companies have received the specifications package.

UPDATE SOUTHPOINTE LAND SLIDE

Walter O'Shinski advised the Board of status on the landslide on Southpointe Blvd. He stated that pumping at the site continues until the repair to the sanitary sewer line is complete. The pump is on a float system and kicks on at all times during the day and night which has led to several complaints from local residents. The problem was remedied by replacing the pump with a special sealed pump. Walter O'Shinski reported that the Cecil Township consulting engineer, Dan Dieseroth informed him that the work to repair the landslide was currently out for proposal and he expected a contract to repair the landslide to be awarded by August 21, 2015. He stated that soil nails would probably be the recommended type of repair. The sewer line cannot be repaired until the landslide is repaired. Romel Nicholas recommended a formal notification letter be sent to the property owner prior to the start of the sewer line work, so that we protect any potential claim. He also recommended a conference call with Dan Dieseroth, Walter O'Shinski and himself to determine who would be responsible for any claims. The Board by a unanimous vote on a motion by Richard Barnes and a second by Stephanie Lucchino approved notifying the property owner.

RELEASE PAY ESTIMATE #1 ELISH SEWER EXTENSION

Walter O'Shinski informed the Board that George Elish has completed the connection portion of the sanitary sewer line extension project. He requested that Pay Estimate #1 for \$ 10,485.00 be released to Mr. Elish. The Board by a unanimous vote on a motion by Blane Volovich and a second by Richard Barnes approved Pay Estimate #1.

SOLICITOR REPORT

Romel Nicholas stated all his items were covered.

BUSINESS MANAGER REPORT

UPDATE ON BILLING SERVICES

Greg Gennuso provided the Board with an update on the billing service. He stated we are satisfied with the new billing software as it has picked up all delinquent accounts and has significantly reduced man hours needed to generate delinquent notices and postings.

DISCUSS PROPERTY POSTING AND NSF BANK FEES

Greg Gennuso discussed the property posting and insufficient funds (NSF) fee policy. He suggested increasing both the property posting fee and bank NSF fee to \$20.00. The increase in the property posting fee would allow the staff to have the flexibility to subcontract the property posting out to the local constable if our field staff is unavailable. The increase in the bank NSF fees covers the Authority's cost being incurred from the bank. The Board on a unanimous vote on a motion by Richard Barnes and a second by Blane Volovich authorized the fee increases.

AUTHORIZE SIGNING PRE-DEVELOPER AGREEMENT WITH UNITED WASHINGTON ASSOC. LP

Walter O'Shinski explained that United Washington Associates had requested a capacity study in the Southpointe area. The work has been completed and the company is looking at the potential of building a hotel in the area. The Board by a unanimous vote on a motion by Stephanie Lucchino and a second by Blane Volovich authorized the signing of the Pre-Developer agreement.

RATIFICATION OF INSURANCE COVERAGES 2015-2016

Greg Gennuso informed the Board that the property insurance contract renewed on August 6, 2015 for a one-year term. He stated that he met with Rob Simonin and that Mr. Simonin investigated a couple of competing municipal authority insurance proposals and he recommended remaining with EMC Insurance. The Board on a unanimous vote on a motion by Richard Barnes and a second by Blane Volovich authorized the ratification for the insurance renewal with EMC Insurance.

FINANCIAL REPORT JUNE 2015

Greg Gennuso reported that the financial report for the month of June 2015 was provided for the Board to review.

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 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

ADJOURNMENT

There being no other business, by a unanimous vote on a motion by Richard Barnes and a second by Blane Volovich, the meeting was adjourned at 6:50 PM. The next regular meeting is scheduled for 6:00 P.M. Tuesday, September 15, 2015.

Secretary