

Cecil Township Municipal Authority
Monthly Meeting
October 20, 2015

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, October 20, 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, Timothy Markovich, 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. Stephanie Lucchino was absent.

MINUTES OF SEPTEMBER 15, 2015

The Board on a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich approved the minutes.

ENGINEER REPORT

UPDATE ON TIMBERCREST AND SANDLEWOOD DRIVE SEWER PROJECT

Eric Tissue updated the Board on the Sandlewood Drive project. He stated the 18-month maintenance bond needs to be received, with a start date for the bond of September 3, 2015. The delay on receiving the bond was due to the issue related to the liquidated damages for the project. The property issue with Charles Menke may have been resolved and we are awaiting a release signed by Mr. Menke prior to releasing the final payment. Eric Tissue also stated that the as-built plans are currently being completed.

UPDATE SOUTHPOINTE LAND SLIDE

Walter O'Shinski advised the Board of the status on the landslide on Southpointe Blvd. He stated that as of October 13, 2015 the sanitary sewer was repaired and the bypass pumping was no longer being done. Donald Gennuso asked the approximate costs for the repair and pumping and he inquired if we could recoup any of the costs. Walter estimated the costs to be around \$30,000 for the pumping and repair and that recouping any of the costs is highly unlikely, a point that solicitor Romel Nichols agreed with given the ambiguity of the cause of the slide.

AUTHORIZE SIGNING CONTRACT WITH KLH ENGINEERS FOR LAWRENCE DESIGN

Walter O'Shinski informed the Board that the two issues raised by Donald Gennuso at the September meeting, those being a meeting with Eric Tissue and a

complete list of the scope of services proposed. He stated both have been accomplished and the contract for the design of the Lawrence Sewage Project was ready for execution. The contract amount is a not to exceed sum of \$385,000. The Board by a unanimous vote on a motion by Blane Volovich and a second by Richard Barnes approved the signing of the contract.

DISCUSS CHEMICAL BIDS

Walter O'Shinski updated the Board on the results of the chemical bids. He recommended accepting the low bid submitted by Sal Chemical. The Board by a unanimous vote on a motion by Richard Barnes and a second by Blane Volovich accepted the chemical bid submitted by Sal Chemical.

AUTHORIZE PAY RELEASE #2 FOR \$4,500 TO GEORGE ELISH

Walter O'Shinski updated the Board that only clerical items remained to be completed for the Elish Sewer Extension and he recommended the release of pay estimate #2 in the amount of \$4,500 to George Elish. The Board by a unanimous vote on a motion by Blane Volovich and a second by Richard Barnes authorized the pay release.

SOLICITOR REPORT

Romel Nicholas circulated his monthly report to the Board. He stated the Right of Entry Agreement with Horizon Properties for the sanitary sewer line repair in Southpointe has been executed. In addition, the refinance document from Horizon Properties (landlord) was reviewed and executed. Finally, Romel Nicholas updated the Board on the deposition for the Cowden vs Salvini property matter. He stated that the deposition went well and that nothing further has been revealed.

BUSINESS MANAGER REPORT

DISCUSS DOCUMENT RECORD DESTRUCTION

Dennis Bell informed the Board that there are a considerable number of document boxes in storage at the Millers Run treatment plant that need to be destroyed. He stated many documents date to 1985 and that the timeline for holding the documents have expired and may be destroyed. We suggested that we begin the processing of reviewing the documents and arranging for destruction. Donald Gennuso requested the solicitor review the document listing all of the records and the date for destruction and that a resolution for the destruction be prepared. He also stated that a listing of records being destroyed be made a part of the official record of the Authority. The Board by unanimous vote on a motion by Richard Barnes and a second by Blane Volovich authorized the solicitor to prepare a resolution and review the document list.

FINANCIAL REPORT FOR AUGUST 2015

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

REVIEW OF CORRESPONDENCE

There were no comments.

COMMENTS FROM THE FLOOR

Ms. Alice Dagg, 161 Fairway Landings Drive Canonsburg, PA addressed the Board on the ACH program. Ms. Dagg complained that the auto-drafts were now being taken out before the bill was due. Greg Gennuso explained that the program was instituted in 2012 and that the ten (10) day withdrawal from bill issuance date has been the same since the program started. Romel Nicholas addressed Ms. Dagg and explained that several of the municipalities he serves have a similar ten (10) day policy for ACH processing. He stated one reason is that the Municipal Authorities have a limited number of staff handling the billing process. Ms. Dagg requested the Board authorize a change in the date the ACH are processed. The Board elected not to change the policy.

PAYING OF EXPENSES/TRANSFER OF FUNDS ETC.

The Board by a unanimous vote on a motion by Blane Volovich 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, the Board by a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich, the meeting was adjourned at 6:34 PM. The next regular meeting is scheduled for 6:00 P.M. Tuesday, November 17, 2015.

Secretary