

Cecil Township Municipal Authority  
Monthly Meeting  
May 17, 2016

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, May 17, 2016 at the Cecil Township Municipal Building in Cecil, PA. Chairman Donald V. Gennuso called the meeting to order at 6:00 PM with Timothy Markovich, Stephanie Lucchino, and Blane Volovich in attendance. Also present were Attorney Romel Nicholas, Gaitens, Tucceri and Nicholas; Eric Tissue P.E., KLH Engineers; Walter O'Shinski P.E., and Gregory Gennuso, Administrator. Richard Barnes was absent.

MINUTES OF APRIL 19, 2016

The Board on a unanimous vote on a motion by Timothy Markovich and a second by Donald V. Gennuso approved the minutes. Stephanie Lucchino and Blane Volovich abstained but approved the minutes for the purpose of publication.

ENGINEER'S REPORT

LAWRENCE ACT 537 PLAN UPDATE

Eric Tissue circulated a memo that updated the Board to the status of the project. The following items were contained in the memo:

- SE Technologies provided a summary report on the water sampling from the core borings. The data shows no mine drainage or Volatile or Semi-Volatile Organic Compounds. There were levels of Selenium, Alkalinity and Sulfate that were present but no discharge permit issues should arise.
- Ackenheil Associates is to be conducting geotechnical work to determine subsurface conditions for structural foundations. Three to four core borings will be performed in the proposed area of the process tanks and pump station.
- The survey crew is on site getting additional information on storm sewer and basement elevations. We are currently preparing preliminary redline design of the sewers.
- The survey crew has also been working on a plan to conduct the dye testing. A number of residents have been contacted and dye testing should occur in the near future.

## PARTIAL ACCEPTANCE OF SEWER AT OVERLOOK PHASE 4

Walter O'Shinski informed the Board that the developer for the Overlook at Southpointe Phase 4 is looking for the Board to approve a segment of the sewer contingent on them completing all of the testing and requirements of the Authority. Walter recommended acceptance of this segment of sewer. The Board by a unanimous vote on a motion by Blane Volovich and a second by Timothy Markovich authorized the partial acceptance of the sewer at the Overlook Phase 4 subject to the developer meeting all the necessary requirements including the maintenance bond and recorded easement.

## REFUND ANALYSIS OF THE 2011 BOND ISSUE- UPDATE

Sean Garin of Dinsmore and Sholl updated the Board that at the recent Cecil Township Board Meeting that the supervisors approved, by unanimous vote, the ordinance which authorizes the guarantee of the refunding Bond. There are two topics that need completed at this time, one a resolution to be executed that will authorize the refinancing of the 2011 Bonds by the issuance of the 2016 Bonds. This authorizes the Board to execute an acceptable Bond Purchase contract. The Bond Purchase contract is contingent on a 2% savings. This resolution fully authorizes the bond transaction and the Bond council will not have to come back to the Board again for approval.

## APPLICATION OF INTEREST EARNINGS IN DEBT SERVICE FUNDS OF 2011 BONDS

Sean Garin of Dinsmore and Sholl addressed the Board in regards to the excess funds in the capital improvement and bond redemption fund. These funds will need to be handled. They can be applied to the refunding of the bonds for a minimal effect. They can be used for capital improvements or they can be used for expenses. The Board elected to hold these funds aside for future capital improvements.

## RESOLUTION AUTHORIZING THE ISSUANCE OF THE AUTHORITY'S GUARANTEED SEWER REVENUE BONDS OF 2016

Mike McCaig addressed the Board on the status of the bond purchase including a timeline. Mr. McCaig went over a handout he passed out. He explained that there is two sets of bonds currently active with the Authority and that we are refinancing only the 2011 bonds. This refinance is not extending the bond term at all, it is only lowering the interest rate. There is no penalty to refinance these bonds and that estimated savings must be greater than 2% of the bond issuance of \$7.6 million to proceed. Estimated savings on this refinance is expected to be in the 4% range. The Board by a unanimous vote on a motion by Stephanie Lucchino and a second by Blane Volovich authorized the resolution which authorizes the issuance of the Authority's Guaranteed Sewer Revenue Bonds, Series of 2016.

## SOLICITOR REPORT

Romel also informed the board that the Windsor Woods requested a release to be signed regarding a previous agreement with the original developer of the plan. Romel explained that Walter remembered that there was a private treatment plant on site and that when it was removed a large tank was unearthed and sits on one of the parcels which they are purchasing and that this tank would need to be handled in conjunction with the DEP. The developer has agreed and is working towards getting permits with the DEP for removal of the tank. Romel and Walter further concluded that while the authority is not trying to stop development of the area we should not sign any releases for Windsor Woods.

## BUSINESS MANAGER REPORT

### DISCUSS 5 YEAR BILLING ANALYSIS

Greg Gennuso addressed the Board in regards to the 5 year billing analysis that was requested by Richard Barnes at the last meeting. Freedom was fully contracted to perform the billing and they did so for 3.5 years at an average cost of \$55,603 per year. This included all services and postage. We ran into numerous problems with Freedom, which led us to doing the billing in house with Harris. Harris currently costs us an average of \$64,397 a year with the required staff that was needed. The in-house billing costs the Authority \$8,794 a year but the intangibles far outweigh these costs.

### DISCUSS MAILING TO RESIDENTS

Greg Gennuso addressed the Board in regards to the rate adjustment letter that will go out to the customers in with their June bills. This is one month before the rate increase takes effect. The Board was able to help fine tune this letter and recommended using the letter insert format rather than adding verbiage on to the bill itself.

### FINANCIAL REPORT FOR MARCH 2016

Greg Gennuso reported that the financial report for the month of March 2016 was provided for the Board to review.

### EXECUTIVE SESSION FOR PERSONNEL

The Board entered into executive session at 7:12 pm to discuss personnel matters.

## REVIEW OF CORRESPONDENCE

There were no comments on the correspondence.

PAYING OF EXPENSES/TRANSFER OF FUNDS ETC.

The Board by a unanimous vote on a motion by Blane Volovich and a second by Stephanie Lucchino, 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 Stephanie Lucchino and a second by Timothy Markovich, the meeting was adjourned at 7:57 P.M. The next regular meeting is scheduled for 6:00 P.M. Tuesday, June 21, 2016.

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Secretary