

Cecil Township Municipal Authority
Monthly Meeting
November 15, 2016

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, November 15, 2016 at the Cecil Township Municipal Building in Cecil, PA. Chairman Donald V. Gennuso called the meeting to order at 6:02 PM with Stephanie Lucchino, Blane Volovich, Timothy Markovich and Richard Barnes 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.

MINUTES OF OCTOBER 18, 2016

The Board on a unanimous vote on a motion by Richard Barnes and a second by Stephanie Lucchino approved the minutes of October 18, 2016. Timothy Markovich abstained.

ENGINEER'S REPORT

OVERLOOK PHASE 4 PAYMENT REQUEST NO 1 AND 2

Walter O'Shinski updated the Board that Phase 4 of the Overlook at Southpointe is complete and that it is acceptable to release pay estimate one for \$199,481.32 and pay estimate two for \$13,283.53. The Board by a unanimous vote on a motion by Stephanie Lucchino and a second by Richard Barnes, authorized the release of pay estimate one and two.

OVERLOOK PHASE 4 SANITARY SEWER ACCEPTANCE

Walter O'Shinski informed the Board that the sanitary sewers at phase 4 of the Overlook at Southpointe are 100% complete, and he recommends acceptance of the sanitary sewers. The Board by a unanimous vote on a motion by Timothy Markovich and a second by Richard Barnes, accepted the sewers.

CHERRYBROOK SANITARY SEWER ABANDONMENT AUTHORIZATION

Walter O'Shinski updated the Board on the abandonment of sewer in the Cherrybrook area for the Southern beltway. Walter explained this is a follow up to the meeting he and Romel Nichols had with the Turnpike officials. Walter received and modified a revised utility relocation clearance report and recommended signing this report. The Board by a unanimous vote on a motion by Richard Barnes and a second by Stephanie Lucchino approved the signing of the form.

LAWRENCE PLAN UPDATE

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

- A preliminary layout of gravity and force main sewers has been completed and reviewed with Walter. Revisions to alignment are being made based on a review of the sewers with Walter.
- At the current proposed WWTP location, approximately 200 piles at 60 feet deep each would be required. Because the cost of the piles is estimated to exceed \$700,000, we have evaluated and decided to move the treatment plant site to the adjacent area which is 30 feet lower in elevation. This will reduce the cost of the piles roughly in half. The design of the plant does not change dramatically by moving it. We are continuing work on the mechanical and electrical design of the WWTP in the revised location. We have provided a drawing showing the outline of the property needed for the construction of the WWTP to the solicitor for use in the appraisal. The property boundary shown does not show how the property will be accessed and if that would be part of the purchase or an easement. Eric Tissue will provide the Board a site plan with ingress and egress along with the preliminary sewer easement for the next meeting.

We still have not had any meetings with Mr. Deblasio and his representative to discuss the acquisition of the property. It was expressed that the property owner is interested in selling the entire 12 acre property.

- Preliminary design also continues on the Teodori Pump station and the associated force main. Revisions to the design are being made based on the most recent review with Walter.
- Eric Tissue will provide the Board with a more accurate estimate for the cost of the project.

WINDCREST DRIVE SANITARY SEWER DESIGN UPDATE

Eric Tissue updated the Board on the proposal for Windcrest Drive Sanitary sewer replacement. The grant proposal was submitted at a cost of \$127,500 with a 15% match of \$22,500 from the Authority. Eric expects that they will act on those grant applications between January and March 2017.

SOLICITOR REPORT

Romel Nicholas updated the Board on the status of the safety manual. He and Walter are working toward completion of the manual.

Romel Nicholas updated the Board on the status of the communications with Attorney Jesse White's office in regard to letters on the Monaco system, and the board's interest in acquiring property, the owners of which Attorney White legally represents. Romel was able to speak to the staff and they are preparing a package for the Board to review on the Monaco system and they forwarded two additional deeds to Romel on the property acquisition matter. After review by Walter, the deeds in question ended up not being for the property in which the Authority is interested in obtaining but Walter was able to get the correct parcel ID from the information provided.

Romel Nicholas updated the Board, on the Falconi matter. The Falconis want to subdivide property to sell a small portion of the land to Columbia gas. A municipal deferred settlement claim of approximately \$30,000 is affixed to the property, correspondence that states a prorated portion of \$3,000 to 4,000 for the property in question will be acceptable was sent to Falconi's council. The Board will await a response from Falconi's attorney.

Romel Nicholas inquired if an appraisal for the parcel in Lawrence on which the wastewater plant would be constructed was approved at the last meeting. Walter responded that he and Eric Tissue had met and a site plan is completed so an appraisal is imminent. Romel recommended requesting a quote for the appraisal from Gary Bodner.

BUSINESS MANAGER REPORT

2017 BUDGET

Greg Gennuso requested a two member committee to review the budget for 2017. Stephanie Lucchino and Donald Gennuso volunteered for the committee. Greg also requested to bring Dennis Bell back as an independent consultant to help with the budget, as he had always done the budget in years past. The Board by a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich approved Dennis Bell's return as a consultant for the budget.

AUTHORIZE TRANSFER OF 2011 DEBT SERVICE FUND TO 2016 DEBT SERVICE FUND

Greg Gennuso advised the Board that there are some left over funds in our 2011 Debt Service Fund and a letter would be needed to transfer those funds along with the interest accrued thereon to the 2016 Bonds' Debt Service Fund to be used as a credit on the next payment. The Board by a unanimous vote on a motion by Blane Volovich and a second by Timothy Markovich approved the transfer.

AUTHORIZE MONEY MARKET ACCOUNT FOR 2016 BONDS

Greg Gennuso advised the Board that a money market account for the 2016 Bonds would be needed to be established and the Board would have a choice as to which account they wanted to deposit this funds into. Greg circulated several prospectus to choose from. The Board wanted to know if these funds could be held locally and how much money would be involved with the accounts. Greg Gennuso did not know the answers to those questions so this item is tabled until the December meeting.

UPDATE ON BOND REFUNDING 2016A

Greg Gennuso updated the Board on the status of the pending bond refunding. A due diligence call was held on Monday November 7th, in which our grading was set and is excellent at AAA3. The bond sale was projected to be on November 16th. Greg Gennuso will provide the information to the Board as it becomes available.

UPDATE ON ELECTRICITY BROKER

Greg Gennuso updated the Board on the electricity supplier broker and that solicitor Christine Seymour was able to speak with Integrity Energy and is now comfortable with the contract. The contract would be for thirty four months with Direct Energy and would be \$0.05990/kWh. Timothy Markovich, Richard Barnes and Blane Volovich had reservations about proceeding and this has been tabled.

PROPERTY ACQUISITION UPDATE

Greg Gennuso updated the Board on the property acquisition, Bruce Bosley has all of the information and is investigating further. We are still waiting on a response from Bruce. Blane Volovich suggested we should consider adding the office to the new Lawrence Wastewater Treatment Plant design.

DEDUCT METER READINGS FOR 2016

Greg Gennuso updated the Board and circulated a spreadsheet that reflect 134 accounts that participated in the deduction meter program. This will result in \$102,822 in credits for 2016.

FINANCIAL REPORT FOR SEPTEMBER 2016

Greg Gennuso stated that the financial report for the month of September 2016 was previously provided for the Board to review.

REVIEW OF CORRESPONDENCE

Walter O'Shinski requested that the Chartier's Township transportation charge bill be added to the billing system so that a bill is generated and that the Billing Clerk is

familiar with how this bill is generated each quarter.

PAYING OF EXPENSES/TRANSFER OF FUNDS ETC.

The Board by a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich, 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 7:08 P.M. The next regular meeting is scheduled for 6:00 P.M. Tuesday, December 20, 2016.

Secretary