

Cecil Township Municipal Authority
Monthly Meeting
January 3, 2017

The Cecil Township Municipal Authority held its reorganization and regular monthly meeting on Tuesday, January 3, 2017 at the Cecil Township Municipal Building in Cecil, PA. Chairman Donald V. Gennuso called the meeting to order at 4:20 PM with Blane Volovich, Richard Barnes, and Stephanie Lucchino in attendance. Also present were Attorney Romel Nicholas, Gaitens, Tucceri and Nicholas; Kevin Hoffman, KLH Engineers, Walter O'Shinski P.E, and Gregory Gennuso, Administrator. Timothy Markovich was absent.

REORGANIZATION

Chairman Donald Gennuso opened the meeting by asking for the nomination of officers for 2017.

The Board by a unanimous vote on a motion by Stephanie Lucchino and a second by Richard Barnes nominated and appointed the officers listed below:

Donald V. Gennuso, Chairman
Stephanie C. Lucchino, Vice Chairperson
Blane Volovich, Secretary/Treasurer
Richard Barnes, Assistant Secretary/Treasurer

The Board by a unanimous vote on a motion by Richard Barnes and a second by Blane Volovich appointed Gaitens, Tucceri and Nicholas as Solicitor.

The Board by a unanimous vote on a motion by Stephanie Lucchino and a second by Blane Volovich appointed KLH Engineers, Inc. as Consulting Engineer.

The Board by a unanimous vote on a motion by Blane Volovich and second by Richard Barnes appointed Community Bank as Trustee/Paying Agent.

MINUTES OF DECEMBER 20, 2016

The Board on a unanimous vote on a motion by Blane Volovich and a second by Donald V. Gennuso approved the minutes of December 20, 2016. Stephanie Lucchino and Richard Barnes abstained but approved the minutes for publication purposes.

ENGINEER'S REPORT

LAWRENCE PLAN UPDATE

Kevin Hoffman reported nothing further has occurred on the design of the Lawrence WWTP due to the Holidays and the short time between meetings.

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 that correspondence has been sent on the status of the possible acquisition of the Monaco treatment plant, and that correspondence reflected that the Authority was not interested in purchasing the plant.

Romel Nicholas informed the Board of a letter received by his office from Mr. Charles Gardner. Mr. Gardner expresses his discontent with the lien letter he received for the unpaid sewage and his broken deduct meter. Romel will meet with Greg Gennuso and draft a letter back to Mr. Gardner addressing his concerns.

BUSINESS MANAGER REPORT

RATIFY 2017 MEETING DATES AS ADVERTISED

Greg Gennuso informed the Board that an advertisement for the reorganization meeting was placed in the Observer Reporter. The advertisement also included the 2017 meeting schedule-every third Tuesday at 5 PM. He requested the Board ratify the action. The Board by a unanimous vote on a motion by Blane Volovich and a second by Richard Barnes ratified the legal advertisement.

CERTIFICATE OF DEPOSIT RENEWAL WITH SLOVENIAN SAVINGS

Greg Gennuso stated that CD # 00-13018987 matures on January 28, 2017 and recommended renewal for one year at the interest rate of 1.95% with a yield of 2.00% with no penalty for early withdrawal. Greg Gennuso also informed the Board that a large debt service payment for the 2012 and 2016 Bonds will be due in July of 2017 and that paperwork for the liquidation of a CD will be needed to handle this payment. The Board by a unanimous vote on a motion by Blane Volovich and a second by Stephanie Lucchino authorized the renewal of the CD and the preparation of the form for liquidation of a future CD.

PROPERTY ACQUISITION UPDATE

Greg Gennuso updated the Board on the property acquisition. Greg Gennuso informed the Board that the title work on the property would be the hindering factor as multiple deceased owners are on the title. Romel Nicholas is working with Attorney Jesse White's office to determine when clean title would be ready.

REVIEW OF CORRESPONDENCE

There were no comments on the monthly correspondence.

COMMENTS FROM THE FLOOR

The Chairman inquired to any comments from the floor, in which Supervisor Eric Sivavec, whom was in attendance, wished everyone a Happy New Year and thanked them for their service.

EXECUTIVE SESSION

The Board on a motion by Blane Volovich and a second by Stephanie Lucchino entered an executive session at 4:45 pm to discuss personnel and budget approval.

The Board exited executive session at 5:53 pm with the following motions:

A motion to authorize Greg Gennuso to send a letter to Greg Melone that due to the uniqueness of his circumstances his seniority request will be approved for determining vacation days. The Board by a unanimous vote on a motion by Richard Barnes and a second by Blane Volovich authorized the letter.

A motion to approve the 2017 budget contingent upon the salary adjustments for Greg Gennuso and Walter O'Shinski. The Board by a unanimous vote on a motion by Stephanie Lucchino and a second by Blane Volovich approved the 2017 budget.

A motion to authorize Stephanie Lucchino to author and circulate the performance review spreadsheet for the Administrative employees. The Board by a unanimous vote on a motion by Stephanie Lucchino and a second by Richard Barnes authorized Stephanie to prepare this review.

PAYING OF EXPENSES/TRANSFER OF FUNDS ETC.

The Board by a unanimous vote on a motion by Blane Volovich and a second by Richard Barnes, 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 Blane Volovich, the meeting was adjourned at 5:55P.M. The next regular meeting is scheduled for 5:00 P.M. Tuesday, February 21, 2017.

Secretary