

Cecil Township Municipal Authority  
Monthly Meeting  
February 21, 2017

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, February 21, 2017 at the Cecil Township Municipal Building in Cecil, PA. Chairman Donald V. Gennuso called the meeting to order at 5:04 PM with Blane Volovich, Richard Barnes, Timothy Markovich and Frank Ziemba in attendance. Also present were Attorney Romel Nicholas, Gaitens, Tucceri and Nicholas; Eric Tissue, KLH Engineers, Walter O'Shinski P.E, and Gregory Gennuso, Administrator. Chairman Donald V. Gennuso attended the meeting remotely by phone.

REORGANIZATION

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

The Board by a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich nominated and appointed Blane Volovich as Vice Chairman. Blane Volovich abstained.

The Board by a unanimous vote on a motion by Blane Volovich and a second by Timothy Markovich nominated and appointed Richard Barnes as Secretary/Treasurer. Richard Barnes abstained.

The Board by a unanimous vote on a motion by Richard Barnes and a second by Blane Volovich nominated and appointed Timothy Markovich as Assistant Secretary/Treasurer. Timothy Markovich abstained.

Chairman Donald V Gennuso turned the meeting over to the Vice Chairman Blane Volovich.

MINUTES OF JANUARY 3, 2017

The Board on a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich approved the minutes of January 3, 2017. Frank Ziemba abstained.

ENGINEER'S REPORT

**BELLA SERA EASEMENT MODIFICATION**

Walter O'Shinski introduced Jason Capps, owner and operator of Bella Sera and Greg Banner from Key Environmental that were present to request a modified easement for the Bella Sera for additional parking spaces. Mr. Capps has an agreement with All-Clad to purchase property on the south side of Bella Sera, going through that property is a thirty five (35) foot access and utility easement with CTMA for access to the pump

station. The additional property will be used for overflow parking at catering events and these spaces would encompass the entire thirty-five foot easement so an additional fifteen foot easement is proposed for the Authorities ingress and egress to the pump station. A gate restricting access to the public would also be part of the agreement. The Board concerns are in regards to repairing the easement to the condition in which it was found, if a repair was needed to be done. Currently the easement consists of shot and chip and if the easement was paved the Authority would have to return it to pavement. The Board requested the attorney for Bella Sera draft a modification of the easement agreement and direct that agreement to Walter O'Shinski for review. The Board by a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich approved the modification of the easement agreement contingent upon addressing all of the solicitor's and engineer's concerns.

## 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:

- Sewer design is complete.
- The design will be complete enough to submit for permitting by the end of the month. For PENNVEST financing, all of the engineering including electrical and structural must be completed. Some structural engineering and minor electrical work is yet to be completed.
- Some minor electrical work remains on the Teodori Pump Station.
- A spreadsheet was created to summarize the impact of the estimated cost on the projected rates based on various capital contribution options. PFM has also presented an alternative bond issue scenario.

Eric Tissue presented three possible options for financing the project at a projected cost of 12 million dollars with a one million dollar each contribution from both the Township and the Authority. Option one was a twenty year Pennvest loan at 1.557%. Option two was a thirty year Pennvest loan at 1%, this is a special circumstance loan for low to moderate incomes and qualification for this loan is doubtful. Option three is a thirty year bond issue for 3.99%, this bond issue was further analyzed by bond council PFM. All of these options give a good baseline to start analyzing the financial picture of the project, but further analysis will be necessary. Donald V Gennuso asked Eric Tissue to set up a meeting with Pennvest to get further information on available programs.

## DISCUSS DECK EASEMENT ENCROACHMENTS AT MAPLE RIDGE PLAN

Walter O'Shinski informed the Board that during a dye test it was discovered that nine homes in the Maple Ridge Plan have constructed decks in the sanitary sewer easement and that the structures are prohibited by an easement agreement. Walter stated we could ask them to remove the deck or to enter into an encroachment agreement that

permits the structure to stay but if the Authority needs to repair the sewer, the deck may need to be removed at the owner's expense and would not be reconstructed. Richard Barnes asked if these were permitted by the township zoning office, to which Greg Gennuso stated that some may have been permitted. Greg Gennuso further stated that permits for these type of structure are not presented to the Authority for review. Romel Nichols stated that a meeting with the township is necessary to set in place protocol for future permits and that letters to the nine homes should be sent requesting that they voluntarily enter into a recorded encroachment agreement with the Authority.

#### APPROVE A CONSTRUCTION AGREEMENT FOR OVERLOOK PHASE 5

Walter O'Shinksi informed the Board that we received a standard construction agreement for Overlook Phase 5 and that he recommends execution of the agreement. The Board by a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich approved the construction agreement.

#### AUTHORIZE CONDITIONAL RELEASE OF MAINTENANCE LETTER OF CREDIT FOR OVERLOOK PHASE 2 & 3

Walter O'Shinksi informed the Board that at the final eighteen month inspection, there were five manholes that needed repaired and that four of them were repaired already and only needed vacuum tested. Walter suggested conditional release of the maintenance letter of credit contingent on all the repairs being completed and testing being done. The Board by a unanimous vote on a motion by Timothy Markovich and a second by Frank Ziemia conditionally released the letter of credit

#### RELEASE OF THE MAINTENANCE LETTER OF CREDIT FOR THE SOUTHPOINTE FORCE MAIN RAILROAD CROSSING

Walter O'Shinksi informed the Board that there were no issues there and recommended release of the letter of credit. The Board by a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich released the letter of credit.

#### AUTHORIZE SUBMISSION OF CHAPTER 94 WASTELOAD MANAGEMENT REPORTS TO PADEP

Walter O'Shinksi informed the Board that annual Chapter 94 reports were completed and ready for submission to the PADEP. The Board by a unanimous vote on a motion by Frank Ziemia and a second by Timothy Markovich approved the submission of the Chapter 94 reports.

#### CONDITONAL ACCEPTANCE OF WINDSOR WOODS PHASE 4A SANITARY SEWERS AND APPROVAL OF SANITARY SEWER EASEMENT AND APPROVE REDUCTION IN PERFORMANCE BOND FOR WORK PERFORMED

Walter O'Shinski asked the Board to approve the Sanitary Sewer easement for Windsor Woods phase 4A so that it can be executed and recorded by the developer. The Board by a unanimous vote on a motion by Richard Barnes and a second by Blane Volovich approved the easement.

Walter O'Shinski asked the Board to authorize the acceptance of the sanitary sewers for Phase 4A. This is contingent on the recording of the easement that was approved this evening and receipt of an 18 month maintenance bond which they are in the process of procuring. The Board by a unanimous vote on a motion by Richard Barnes and a second by Blane Volovich conditional authorized acceptance of the sewers.

Walter O'Shinski informed the Board that the developer requested a reduction in the performance bond for the work that is already completed and accepted by the Authority. Walter O'Shinski stated that the bond will be reduced to down to \$149,932.51 and that amount will be more than enough to cover the remaining work. The Board by a unanimous vote on a motion by Richard Barnes and a second by Blane Volovich approved the reduction.

#### UPDATE ON PLANT REPAIRS

Walter O'Shinski updated the Board on the repairs at the Millers Run Wastewater Plant. Mack Industries was brought in to repair the joint pockets where the welds broke. Mack opened seventeen holes and found that in sixteen of those holes that the welds were broken. Walter O'Shinski requested three additional holes be drilled and inspected. Walter O'Shinski also asked for a report that would address the cause of the broken welds at the joints, an update to the current status, and any suggestions on how to prevent this from occurring again. The Board requested the KLH structural engineer to review the report from Mack that Walter O'Shinski requested and then issue an opinion on the matter. Romel Nicholas also requested a copy of the contract with Kranick Environmental to review.

#### SOLICITOR REPORT

Romel Nicholas updated the Board that all current matters were addressed already and that correspondence, as discussed in previous meetings, has gone out for the Salvini matter, the Falconi matter and the property acquisition matter with Jesse White's office and are currently waiting for responses.

#### BUSINESS MANAGER REPORT

#### CERTIFICATE OF DEPOSIT RENEWAL WITH SLOVENIAN SAVINGS

Greg Gennuso stated that CD # 00-13013254 matures on March 14, 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. The Board by a unanimous vote on a motion by Richard Barnes and a second by Frank Ziemba authorized the renewal of the CD.

## DISCUSS CHJA RATE INCREASE

Greg Gennuso informed the Board that Canonsburg-Houston Joint Authority has increased the rate by forty three cents to \$5.03 per thousand gallons of water consumed and inquired as to how the Board wished to handle this increase. The Board requested Greg Gennuso to gather additional information on operation costs for all of our service areas and to gather information on neighboring sanitary authority rates for a decision to be made at a future meeting.

## AUTHORIZE TRANSFER FROM COMMUNITY BANK TAP IN ACCOUNT TO SWEEP ACCOUNT

Greg Gennuso informed the Board that the Tap-In Account has twenty thousand dollars of revenue that needs to be transferred to the sweep account. The Board by a unanimous vote on a motion by Timothy Markovich and a second by Blane Volovich approved the transfer of funds.

## AUTHORIZE RENEWAL OF EARTHLINK PHONE CONTRACT

Greg Gennuso presented the Board with a renewal contract for the telephone service. The Board requested competing quotes on the phones before making a decision.

## J & S INVESTEMENTS REQUESTING CREDIT FOR LEAK

Greg Gennuso informed the Board that J & S Investments, owners of the apartment complex on Stonecrest Drive, had an exterior leak that led to excess water consumption. Greg Gennuso further explained that the leak had been repaired and that the water did not enter into the sanitary sewer. Walter Oshinski pointed out that the calculated credit is based on an estimated read not an actual read from the water company. The Board by a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich approved a credit contingent on an actual read from the water company.

## CHARLES KELLER REQUESTING CREDIT FOR A LEAK

Greg Gennuso informed the Board that Charles Keller had a leak with his irrigation system at 308 Rosewood Drive and no water went into the sanitary sewer. Mr. Keller provided Greg Gennuso with the repair bills from the plumber showing that the repairs were completed. Mr Keller would accept using an average of water usage to calculate the credit, which would result in a credit of \$308.00. The Board by a unanimous vote on a motion by Richard Barnes and a second by Timothy Markovich approved the credit.

REVIEW OF CORRESPONDENCE

There were no comments on the monthly correspondence.

PAYING OF EXPENSES/TRANSFER OF FUNDS ETC.

The Board by a unanimous vote on a motion by Timothy Markovich 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 Richard Barnes and a second by Blane Volovich, the meeting was adjourned at 7:11 P.M. The next regular meeting is scheduled for 5:00 P.M. Tuesday, March 21, 2017.

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Secretary