

Cecil Township Municipal Authority  
Monthly Meeting  
January 16, 2018

The Cecil Township Municipal Authority held its reorganization and regular monthly meeting on Tuesday, January 16, 2018 at the Cecil Township Municipal Building in Cecil, PA. Chairman Donald V. Gennuso called the meeting to order at 5:02 PM with Blane Volovich, Richard Barnes, Frank Ziemba, and Patricia Mowry 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. Donald V. Gennuso attended the meeting remotely by phone.

REORGANIZATION

Vice Chairman Blane Volovich opened the meeting by asking for the nomination of officers for 2018.

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

Donald V. Gennuso, Chairman  
Blane Volovich, Vice Chairperson  
Richard Barnes, Secretary/Treasurer  
Frank Ziemba, Assistant Secretary/Treasurer  
Patricia Mowry, Member

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

The Board by a unanimous vote on a motion by Richard Barnes and a second by Frank Ziemba appointed KLH Engineers, Inc. as Consulting Engineer.

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

MINUTES OF DECEMBER 19, 2017

The Board on a unanimous vote on a motion by Richard Barnes and a second by Frank Ziemba approved the minutes of December 19, 2017. Patricia Mowry abstained.

## ENGINEER'S REPORT

### MCCONNELL TRAILS PLANNING MODULE

Andy Hutchinson from McConnell Trails Development Group addressed the Board on the planning module for a development of 269 total lots off of McConnell Road. Andy explained that the planning module would be revised to cover 180 lots which would only concern one sanitary sewer crossing with Montour Trails. The agreement between Montour Trails and McConnell Trails, which will be turned over the Authority once the sewer is accepted has been agreed to in theory, but the document has not yet been executed by the Montour Trail board. Andy is requesting for the planning module to be signed off with the expectation of the agreement being executed. Romel Nicholas would be comfortable with a letter in lieu of the signed agreement to accommodate the McConnell Trails, but there would be two contingencies before the Board would sign off on the planning module. The contingencies being that Walter O'Shinski must be satisfied with the module being received this evening and that the agreement is signed by the Montour Trails. The Board by a unanimous vote on a motion by Richard Barnes and a second by Frank Ziemba, conditionally approved the planning module pending Walter O'Shinski's approval and a letter in lieu or a signed agreement from the Montour Trails. Patricia Mowry abstained.

### MACK UPDATE

Romel Nicholas recommended the Mack update be moved to an executive session at the end of the meeting.

### LAWRENCE WASTEWATER TREATMENT PLANT UPDATE

Donald V Gennuso reiterated that a committee from last meeting is to investigate the financing options and present the Board with those financing options. Donald V Gennuso also recommended that all options be considered by the committee, including spreading the costs across all areas and possible township options. Blane Volovich and Frank Ziemba would be the committee. Eric Tissue and Greg Gennuso would assist at the meetings. Note: After the meeting Blane Volovich asked if Patricia Mowry would want to be on the committee in place of Blane as Patricia has a financial background and has had recent experience in dealing with bond issues. Patricia agreed to be on the committee.

### CONDITIONAL ACCEPTANCE OF WINDSOR WOODS PHASE 5A SANITARY SEWERS

Eric Tissue addressed the Board on the conditional acceptance of Windsor Woods Phase 5A. Eric explained that this a partial approval of the project and that the construction and testing of this partial phase is completed but several administrative items are needed. Eric recommended approval of this phase contingent on the receipt of the missing administrative items.

Greg Gennuso recommended to the Board that instead of motions for the approval of development, the Authority switches to resolutions. This allows for a centralized copy of the developments that can be found in the Resolution book. This acceptance would be the first to be a resolution and will be ratified at the next meeting in February.

#### SOLICITOR REPORT

Romel Nicholas informed the Board on the outstanding PVE Sheffler issue in which a line was broken and the Authority needed updated as built plan. Eric Tissue informed the Board that there is a meeting scheduled for this Thursday January 18, 2018 with PVE Sheffler and Horizon Properties to wrap up this issue and get the new as-built plans completed.

Romel Nicholas also informed the Board that in addition to the resolution memorializing the developments an additional item to include with that resolution would be to add when the performance bond transfers into a maintenance bond.

#### BUSINESS MANAGER REPORT

#### CERTIFICATE OF DEPOSIT RENEWAL WITH SLOVENIAN SAVINGS

Greg Gennuso stated that CD # 00-13018987 matures on January 28, 2018 and recommended renewal for one year at the new interest rate of 2.195% with a yield of 2.25% with no penalty for early withdrawal. The Board by a unanimous vote on a motion by Frank Ziembra and a second by Richard Barnes authorized the renewal of the CD.

#### DECEMBER 2017 FINANCIAL REPORT

Greg Gennuso circulated the December 2017 financial report for review.

#### AUTHORIZE SIGNING LETTER TO M & T BANK ON EXCESS REVENUE FUNDS

Greg Gennuso informed the Board that there are no excess funds available in Millers Run and therefore have to make the bond holder, M & T Bank, aware of that fact in a letter. The Board by a unanimous vote on a motion by Richard Barnes and a second by Frank Ziembra authorized the letter to M & T Bank.

#### REVIEW OF CORRESPONDENCE

There were no comments on the monthly correspondence.

#### COMMENTS FROM THE FLOOR

There were no comments from the floor.

### EXECUTIVE SESSION

The Board on a motion by Richard Barnes and a second by Frank Ziembra entered an executive session at 5:56 pm to discuss personnel and potential litigation

The Board exited executive session at 7:48 pm with the following motion to approve the 2018 budget contingent upon the salary adjustments for Greg Gennuso and Walter O'Shinski. The Board by a unanimous vote on a motion by Richard Barnes and a second by Patricia Mowry approved the 2018 budget.

### PAYING OF EXPENSES/TRANSFER OF FUNDS ETC.

The Board by a unanimous vote on a motion by Frank Ziembra 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 Frank Ziembra, the meeting was adjourned at 7:51 P.M. The next regular meeting is scheduled for 5:00 P.M. Tuesday, February 20, 2018.

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Secretary