

Cecil Township Municipal Authority
Monthly Meeting
February 18, 2020

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, February 18, 2020 at the Cecil Township Municipal Building in Cecil, PA. Chairman Donald V. Gennuso called the meeting to order at 5:04 PM with, , Richard Barnes, Patricia Mowry, Frank Ziembra and Darlene Barni in attendance. Also present were Attorney Romel Nicholas, Gaitens, Tucceri and Nicholas; Larry Lennon Jr. of Lennon, Smith, Souleret Engineers (LSSE); Walter O'Shinski P.E and Gregory Gennuso. Donald V. Gennuso attended the meeting remotely by phone.

MINUTES OF JANUARY 21, 2020

The Board on a unanimous vote on a motion by Frank Ziembra and a second by Richard Barnes approved the minutes of January 21, 2020.

ENGINEER'S REPORT

LAWRENCE PROJECT UPDATE

Larry Lennon updated the Board on the Lawrence plant configuration and initial land purchase options. Three options were considered, two purchase and one lease and several questions were asked on these options from layout, to size requirements to required setbacks from the township. These questions will be figured out by LSS Engineers and will lead to further revisions at a later meeting.

Larry Lennon also circulated a tentative timeline for the Lawrence project. This timeline is optimistic and currently shows earliest dates for all items. This timeline will be provided to the Board every month and will be adjusted to give an accurate depiction of the project's timetable.

Walter O'Shinski asked the Board if they wanted the easements prepared, ready, and sent out to the affected residents prior to any public meeting, so that people could ask direct questions on easements that affect their property. Romel Nicholas requested this item be deferred in executive session, in which he has additional items to discuss on land acquisition and professional services.

Patricia Mowry recommended that when we send packets out to residents to include information on grants and loans for low income residents. Patricia, requested Greg Gennuso to get information from Washington Redevelopment Authority and from our Bank to try to get loan programs together to help the residents in the project area.

Larry Lennon circulated the current rate structure analysis for the Authority and as it currently stands, which is without the Lawrence project, the Authority will be running at a \$695,826.50 deficit for 2020, this does not include any tap in income and at this point is

a good example of the current status of the rates. This item will need to be discussed further in future meetings as more information is gathered.

Walter O'Shinski requested legal opinion on paper street easements. Romel Nicholas responded by explaining that after 21 years a paper street reverts back to the adjacent owners and that an easement would be required for the paper streets.

Walter O'Shinski informed the Board that a determination for compensation of easements would also need to be determined and Romel Nicholas recommended this to be included in executive session.

AUTHORIZE WINDCREST DRIVE EMERGENCY SEWER INSTALLATION

Walter O'Shinski informed the Board that the emergency repair was completed and the road was repaired currently with cold patch. Walter recommended paying the \$9,410 to Stewart contracting. Walter suggested to add the road paving on to the Windcrest Drive repair project coming up, as road repairs will be needed for that project and will make this patching cheaper. The Board by a unanimous vote on a motion by Patricia Mowry and a second by Frank Ziemia approved paying the invoice.

LSS WINDCREST DRIVE CONSTRUCTION PROJECT MANAGEMENT AND OBSERVATION SERVICE ORDER PROPOSAL

Walter O'Shinski informed the Board that Lennon Smith Souleret Engineers(LSSE) had submitted a proposal for the construction management and observation of the Windcrest Drive relocation project. The cost of the proposal was \$5,300 total and the work should take about two weeks to complete. Walter recommends approving the service order proposal. The Board by a unanimous vote on a motion by Patricia Mowry and a second by Frank Ziemia approved the service order.

ADOPT WINDSOR WOODS PHASE 6B SANITARY SEWER - ACCEPTANCE RESOLUTION

Walter O'Shinski explained that at the last meeting the Board approved the acceptance of the Windsor Woods Phase 6B sewers and now a formal resolution has been provided memorializing the acceptance. The Board by a unanimous vote on a motion by Frank Ziemia and a second by Patricia Mowry approved the resolution.

RELEASE PERFORMANCE BOND FOR WINDSOR WOODS PHASE 6B

Walter O'Shinski informed the Board that the lines were all accepted and the maintenance bond is in place for Windsor Woods 6B and that he recommends releasing the performance bond. The Board by a unanimous vote on a motion by Frank Ziemia and a second by Patricia Mowry released the performance bond.

AUTHORIZE SUBMISSION OF YEAR 2019 CHAPTER 94 REPORTS TO PADEP

Walter O'Shinski completed the annual reports that have to be submitted to the PADEP for the three plant locations and recommended the reports be submitted. The Board by a unanimous vote on a motion by Patricia Mowry and a second by Frank Ziemba approved the submission of the Chapter 94 reports to the PADEP.

SOLICITOR REPORT

Romel Nicholas has two items that need to be covered in executive session. The items are for property acquisition and professional services.

BUSINESS MANAGER REPORT

JANUARY 2020 FINANCIAL REPORT

Greg Gennuso circulated the January 2020 financial report for review.

DISCUSS UPDATING OF ACCOUNTING SYSTEM

Greg Gennuso requested the services of Board member Patricia Mowry to help update/coordinate the accounting software accounts and billing software. This item is moved to executive session.

CERTIFICATE OF DEPOSIT 13013254 RENEWAL WITH SLOVENIAN SAVINGS

Greg Gennuso stated that CD # 00-13013254 matures on March 14, 2020 and recommended renewal for one year at the new interest rate of 2.92% with a yield of 3.0% with no penalty for early withdrawal. The Board by a unanimous vote on a motion by Patricia Mowry and a second by Frank Ziemba authorized the renewal of the CD.

ADVERTISEMENT OF AUTHORITY OPERATIONS MANAGER/ENGINEER AND CERTIFIED OPERATOR

This item is moved to the executive session.

COMMENTS FROM THE FLOOR

There were no comments from the floor.

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 Frank Ziemba and a second by Patricia

Mowry 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

EXECUTIVE SESSION

The Board on a motion by Frank Ziembra and a second by Patricia Mowry entered an executive session at 6:38 pm to discuss personnel and property acquisition.

The Board exited executive session at 7:32 pm with no motions to approve.

ADJOURNMENT

There being no other business, the Board by a unanimous vote on a motion by Darlene Barni and a second by Frank Ziembra , the meeting was adjourned at 7:32 P.M. The next regular meeting is scheduled for 5:00 P.M. Tuesday, March 17, 2020.

Secretary