

Cecil Township Municipal Authority  
Monthly Meeting  
July 21, 2020

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, July 21, 2020 at the Cecil Township Municipal Building in Cecil, PA . Chairman Donald V. Gennuso called the meeting to order at 5:00 PM with Frank Ziembra, Darlene Barni, Richard Barnes, and Donald V Gennuso in attendance. Walter O’Shinski P. E.,, Attorney Romel Nicholas with Gaitens, Tucceri and Nicholas, and Kevin Brett with Lennon Smith Souleret Engineers also attended. Administrator Greg Gennuso attended remotely and Patricia Mowry was absent. This meeting had a regular agenda.

MINUTES OF JUNE 16, 2020

The Board on a unanimous vote on a motion by Richard Barnes and a second by Frank Ziembra approved the minutes of June 16, 2020.

ENGINEER’S REPORT

WINDCREST DRIVE SEWER REPLACEMENT PROJECT UPDATE

Walter Oshinski informed the Board that the contractor is ready to start work on Monday. The contractor ran a camera down the wye connections and found they were not in the driveways as previously expected. During the one call, for locating utilities in the project area, there was an issue with a homeowner who did not want anyone on his property but the area in question is already in an easement and a letter was sent to the homeowner prior to the project to which they did not respond. Walter O’Shinski notified Romel’s office, and another letter has already been drafted and is prepared to be sent. The Board suggested calling the Police to inform them of the project and provide them plans for the project so they are aware of all homeowners impacted.

LSSE RECOMMENDATION FOR MCCONNELL TRAILS PHASE 2 PAYMENT REDUCTION REQUEST NO. 5.

Kevin Brett advised the Board that they had received and reviewed a reduction request in the amount of \$19,936, which reduces the bond to \$74,995.75. Kevin recommended approval. The Board by a unanimous vote on a motion by Frank Ziembra and a second by Darlene Barni approved the payment reduction.

## LAWRENCE PROJECT UPDATE

Kevin Brett from LSS engineering updated the Board on the status of the Lawrence project. Updated plans and permit applications received from KLH as well as cad files for use in preparation of the easement exhibits. LSSE reviewing and adding in our sections to NPDES for submittal July 21, 2020. LSSE have initiated preparation of the easement drawings for the collection system. Initial 10 to be provided week of July 20, 2020. LSSE confirmed ownership and revised and prepared tracking table for use with CTMA Staff. Part II Permit Drawings and Design Engineer's Report reviewed with Authority on July 15, comments received will be incorporated into the permit submission. The Board by a unanimous vote on a motion by Richard Barnes and a second by Frank Ziemba authorized Part II permit submission.

## SOLICITOR REPORT

Romel Nicholas updated the Board on the Canonsburg Houston Joint Authority (CHJA) mediation and audit. Romel informed the Board that it was announced that CHJA has released a bond resolution at their last meeting and will be looking to move forward with that on August 17, 2020. Romel Nicholas also informed the Board that the auditor is waiting on right to know items from Canonsburg and Houston in order to complete the audit. These items are currently in the 30 day extension window of the Right to Know process.

## BUSINESS MANAGER REPORT

### JUNE 2020 FINANCIAL REPORT

Greg Gennuso circulated the June 2020 financial report for review. A new developer escrow spreadsheet was added into these financial reports. Walter and Frank suggested adding a note section to the developers escrow sheet so that they know what actions are pending.

### HEALTH INSURANCE RENEWAL

Greg Gennuso informed the Board that the Health Insurance coverage for employees is due for renewal. There is a 10% increase in premiums which was accounted for in the budget. The Board by a unanimous vote on a motion by Richard Barnes and a second by Frank Ziemba approved the health insurance renewal.

### PROPERTY INSURANCE RENEWAL

Greg Gennuso informed the Board that the property insurance coverage is also up for renewal and the yearly premium increase is minimal going up only a couple hundred dollars for the year. The Board by a unanimous vote on a motion by Darlene Barni and a second by Richard Barnes approved the insurance renewal.

## CERTIFICATE OF DEPOSIT 13017806 RENEWAL WITH SLOVENIAN SAVINGS

Greg Gennuso stated that CD # 00-130107806 matures on August 17, 2020 and recommended renewal for one year at the new interest rate of 1.95% with of a yield 2.0% 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.

## BUDGET RATE ANALYSIS

Kevin Brett reviewed the budget rate analysis that summarizes our current budget versus expenditures in order to stabilize rates. Our 2020 budget is currently upside down with losses being recovered by tap in fees. Tap in fees are finite and will not continue to cover the shortfall and the rate structure will need to be fixed, especially with the addition of the Lawrence treatment plant. Kevin presented a spreadsheet with numerous options to modify the rate structure. The Board acknowledged the need to change the rates and requested more information to come from the bond council of PFM and to have another meeting of the finance committee before any decisions were to be made on rates.

## COMMENTS FROM THE FLOOR

There were no comments from the floor. No one was in attendance.

## 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 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 Ziemba, the meeting was adjourned at 6:30P.M. The next regular meeting is scheduled for 5:00 P.M. Tuesday, August 18, 2020.

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Secretary