

Cecil Township Municipal Authority  
Monthly Meeting  
September 15, 2020

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, August 18, 2020 on a zoom video conference call. Chairman Donald V. Gennuso called the meeting to order at 5:00 PM with Frank Ziemba, Darlene Barni, Richard Barnes, Patricia Mowry, and Donald V Gennuso in attendance. Walter O'Shinski P. E., Gregory Gennuso, Attorney Christine Seymour with Gaitens, Tucceri and Nicholas, and Kevin Brett with Lennon Smith Souleret Engineers also attended.

MINUTES OF AUGUST 18, 2020

The Board on a unanimous vote on a motion by Richard Barnes and a second by Patricia Mowry approved the minutes of August 18, 2020

COMMENTS FROM THE FLOOR

F. Lynn Foltz addressed the Board in regards to the lift station that he built for the Maple Ridge Plan of homes. The Board at the time of construction requested Mr. Foltz to build the lift station larger by going from a 4 inch force main to a 6 inch force main to accommodate additional development in the area. An agreement was entered into with Mr. Foltz that if the area was tapped into by another development in the next ten years, that Mr. Foltz would receive a pre-calculated amount of \$914.75 per tap with 5% going to the Authority for administrative costs. This tap agreement with Mr. Foltz is set to expire November 16, 2020. Mr. Foltz explained that Traditions of America (TOA) has come into to develop the area and has reserved 346 tap-ins. Walter O'Shinski explained that the agreement with TOA only paid to reserve the capacity in the system and they have still not connected to the sewer system. Walt further explained that both Mr. Foltz's agreement and TOA's agreement follow the Municipal Authorities Act and that the critical component is the actual connection to the sanitary sewers, which has not happened yet. The Board informed Mr. Foltz that they will abide by the agreement and any homes TOA taps into the system before November 16, 2020, TOA will have to pay the \$914.75 reimbursement. Mr. Foltz requested that the length of the agreement be extended 6 weeks due to the construction ban that was in place due to COVID-19. The Board tasked Christine Seymour with GTN to investigate how this COVID effected legal agreements and give a recommendation for next meeting.

Mike McAneny of Traditions of America addressed the board and requested that the 21 homes that have sewers installed and inspected by Lennon Smith Souleret Engineers be allowed to be inspected by the township and to connect to the mainline sewer, but not to be used. This will allow those homes to have their driveways and landscaping completed, so that buyers can move in sooner. Mr. McAneny explained that several of the buyers of the homes are currently displaced due to the delays in construction and the quarantine. Due to these extenuating circumstances the Board granted a one-time exception. The Board by a unanimous vote on a motion by Richard Barnes and a second

by Patricia Mowry agreed to the following motion: That the specified 21 lots be allowed to connect their laterals to the mainline sewer contingent on those laterals not being used until the main line is functioning and accepted by the Authority, that the developer escrow account remains current and a letter from TOA agreeing to all these conditions is signed and received at the Authority. This motion will go into effect upon receipt of the TOA letter.

## ENGINEER'S REPORT

### WINDCREST DRIVE SEWER REPLACEMENT PROJECT UPDATE

Kevin Brett, informed the Board that the contractor has completed all the line work and are currently working on the punch list items. Walter O'Shinski informed the Board that the Township requested that the road not be milled and paved until spring of 2021. Walter O'Shinski spoke to the public works department and explained that this work is being completed with a CFA grant that has to be completed by June 2021 and that we do not want to jeopardize any of the grant funds and recommended completion of the paving during this construction season, to which the Township agreed.

Walter O'Shinski requested payment of the four right of way easements at \$1.00 per foot. The Board by a unanimous vote on a motion by Darlene Barni and a second by Frank Ziembra approved the payments.

### LAWRENCE PROJECT UPDATE

Walter O'Shinski updated the Board on the status of the Lawrence project. The Highway Occupancy permit (HOP) for crossing the state road has been submitted by KLH and requires a resolution by the Authority. The Board by a unanimous vote on a motion by Richard Barnes and a second by Frank Ziembra authorized the resolution.

Walter O'Shinski also recommended authorizing KLH engineer as agent applying for the HOP which is a standard PennDOT form. The Board by a unanimous vote on a motion by Richard Barnes and a second by Darlene Barni.

Walter O'Shinski updated the Board that a \$50,000 surety bond is required with the permit. The permit cost \$500.00 and we may need it for two years. The Board by a unanimous vote on a motion by Patricia Mowry and a second by Frank Ziembra approved purchasing the surety bond.

Kevin Brett updated the Board on the construction plan and permit applications. Kevin doesn't expect any problems with the HOP which Walter addressed. The Part II permit is currently at the DEP awaiting review and the NPDES permit is going in this week and all permits for the project are submitted. Kevin will be submitting a draft road opening permit to the township which will allow the sewers to go into the alleys and will eliminate a number of easements. Kevin further explained that the first batch of easements was released to Walt and Greg for review.

Kevin Brett updated the Board on the current financial situation. We are currently awaiting our meeting with PennVest which is a call in meeting on September 22<sup>nd</sup>. Frank Ziemba asked how our timeline was doing, to which Kevin responded we are only slightly behind schedule.

#### AUTHORIZE SIGNING OF CONSTRUCTION AGREEMENT FOR SANCTUARY ON O'HARE

Walter O'Shinski informed the Board that we received our standard construction agreement for the Sanctuary on O'Hare. The Sanctuary on O'Hare is a small 40 home development off of O'Hare Road. Walter recommends authorizing this agreement. The Board by a unanimous vote on a motion by Darlene Barni and a second by Frank Ziemba authorized signing the agreement.

#### SOLICITOR REPORT

Christine Seymour updated the Board that she is working with Greg Gennuso on a Right to Know request for Robert Salvini. This matter is quite old and at this point is only a request for information. Frank Ziemba asked about the property acquisition for the Lawrence project, to which Christine said that Romel will have an update on next week. Frank Ziemba also asked if there were any updates on CHJA mediation, to which Christine said that the bid opening on September 17<sup>th</sup> is the next event occurring with CHJA.

#### BUSINESS MANAGER REPORT

##### AUGUST 2020 FINANCIAL REPORT

Greg Gennuso circulated the August 2020 financial report for review. The monthly developer escrow spreadsheet was reviewed and additional funds will be required from Traditions of America.

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

Greg Gennuso requested the Board authorize a letter to M & T Bank that states that no excess funds are available after payment of the debt service, to be transferred into the Capital Improvement Reduction funds. The Board on a unanimous vote on a motion by Richard Barnes and a second by Patricia Mowry authorized the letter.

## CASCIOLA LEAK REQUEST

Greg Gennuso reviewed an email from Tom Casciola with the Board. He was requesting a leak credit for his daughter's account at 17 Ridgewood. The leak came from a plastic water line that runs to the garden. The Board asked if any proof of the repair was made or any pictures of the leak and Greg said no. The Board requested a more formal leak credit policy to be instituted for next meeting. The Board on a unanimous vote on a motion by Patricia Mowry and a second by Darlene Barni authorized a credit of 30,788 gallons for a total of \$254.00.

## AUTHORIZE TRANSFER TO DEVELOPER ESCROW FUNDS TO MAIN CHECKING

Greg Gennuso requested the transfer of excess funds in the developer escrow account in the amount of \$ 91,406.54 to the analysis checking account. These funds represent the monies the Authority paid out of the analysis account for developer projects in 2019. The Board on a unanimous vote on a motion by Patricia Mowry and a second by Richard Barnes authorized the transfer.

## CD RENEWAL FOR CD 13017918

Greg Gennuso informed the Board that a CD renewal is due for a October 16, 2020 maturity date, but at the time of the meeting Greg did not receive the going rate and yield from the bank. The Board on a unanimous vote on a motion by Patricia Mowry and a second by Richard Barnes authorized Greg Gennuso and Walter O'Shinski to approve the CD renewal provided the rates are in line .

## COMMENTS FROM THE FLOOR

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

## REVIEW OF CORRESPONDENCE

Walter O'Shinski asked about the COVID -19 policy for employees that want to take time off but would need to be quarantined upon return. Christine Seymour said that Romel will help Walter to determine a policy.

## PAYING OF EXPENSES/TRANSFER OF FUNDS ETC.

The Board by a unanimous vote on a motion by Patricia Mowry and a second by Frank Ziembra 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 Darlene Barni and a second by Patricia Mowry, the meeting was adjourned at 6:58P.M. The next regular meeting is scheduled for 5:00 P.M. Tuesday, October 19, 2020.

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Secretary