

Cecil Township Municipal Authority  
Monthly Meeting  
May 18, 2021

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, May 18, 2021. Chairman Patricia Mowry called the meeting to order at 4:58 PM with Frank Ziembra, Darlene Barni, Timothy Stiffey, Donald V Gennuso in attendance. Also present were Attorney Christine Seymore and Vic Kustra of Gaitens, Tucceri and Nicholas; Kevin Brett of Lennon, Smith, Souleret Engineers (LSSE); Walter O'Shinski P.E and Gregory Gennuso.

MINUTES OF APRIL 20, 2021

The Board on a unanimous vote on a motion by Timothy Stiffey and a second by Frank Ziembra approved the minutes of April 20, 2021.

ENGINEER'S REPORT

AUTHORIZE RELEASE OF CONSTRUCTION FUNDS GEARY PLAN

Walter O'Shinski informed the board that construction was complete and recommended release of \$33,620. The authority is still maintaining a retainage of 10% for the project. The Board by a unanimous vote on a motion by Frank Zeimba and a second by Darlene Barni approved the release of the funds.

LAWRENCE PROJECT UPDATE

Kevin Brett updated the Board on the status of the Lawrence project. Kevin Brett explained that all permits have been submitted and are in for second review. We are still in the process of acquiring easements for the sewers and acquiring the property for the plant. The non-responsive and unsigned easements matter will be addressed in executive session.

SOLICITOR REPORT

Christine Seymour has three items to be handled in executive session for property acquisition, and two ongoing litigations.

BUSINESS MANAGER REPORT

APRIL 2021 FINANCIAL REPORT

Greg Gennuso circulated the April 2021 financial report for review. Greg and Patti explained that the accounting system is being revamped and the reports will reflect the

positive changes.

## BOND COUNCIL UPDATE

Sean Garin, Bond Council from Dinsmore & Shohl LLP, addressed the Board on the defeasance of the 2016 Bonds. Sean presented a resolution that defeases a certain portion of its outstanding 2016 bonds by applying funds to the purchase of securities to be deposited into the Debt Service Fund. Frank Ziembra had several concerns with the presentation of the defeasance and requested additional comparisons. Greg Gennuso recommended a conference call with PFM Financial Advisors, Frank Ziembra, and Walter O'Shinski to cover any concerns that Frank may have. The Board on a unanimous vote on a motion by Timothy Stiffey and a second by Darlene Barni authorized signing the resolution contingent on the outcome of the conference call and approval of Frank Ziembra and professional staff.

## 2020 AUDITOR RATIFICATION

Greg Gennuso informed the Board that the firm of Guthrie, Belczyk & Associates was selected to be engaged as the new auditor by the finance committee and that they were also the lowest priced of the three quotes. The Board on a unanimous vote on a motion by Darlene Barni and a second by Timothy Stiffey ratified the selection of Guthrie, Belczyk & Associates as auditor. Donald V Gennuso abstained.

## DISCUSS BILLING/ COLLECTION POLICY

This item was tabled till next meeting.

## DISCUSS PAYROLL SERVICES

Greg Gennuso presented two quotes for payroll services and requested to use ADP as payroll provider. Greg Gennuso informed the Board that the costs to outsource the payroll was the same amount that is currently being paid for the existing payroll software. The Board on a unanimous vote on a motion by Frank Ziembra and a second by Timothy Stiffey approved the selection of ADP for payroll services.

## 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 Ziembra and a second by Darlene Barni 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 Timothy Stiffey entered an executive session at 5:35 pm to discuss litigation matters and property acquisition.

The Board exited executive session at 7:15 pm the with the following motion.

The motion to move forward with the dismissal of the CHJA lawsuit so long as it is without prejudice and upon approval and recommendation of the solicitor. The Board by a unanimous vote on a motion by Timothy Stiffey and a second by Frank Ziembra approved the motion.

ADJOURNMENT

There being no other business, the Board by a unanimous vote on a motion by Frank Ziembra, and a second by Timothy Stiffey the meeting was adjourned at 7:15 P.M. The next regular meeting is scheduled for 5:00 P.M. Tuesday, June 15, 2021.

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Secretary