

Cecil Township Municipal Authority
Monthly Meeting
June 15, 2021

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, June 15, 2021. Chairman Patricia Mowry called the meeting to order at 5:12 PM with Frank Ziembra, Darlene Barni, Timothy Stiffey, Donald V Gennuso in attendance. Also present were Attorneys Romel Nicholas and Eric Wyant of Gaitens, Tucceri and Nicholas; Kevin Brett of Lennon, Smith, Souleret Engineers (LSSE); Walter O'Shinski P.E and Gregory Gennuso.

MINUTES OF MAY 18, 2021

The Board on a unanimous vote on a motion by Timothy Stiffey and a second by Frank Ziembra approved the minutes of May 18, 2021.

ENGINEER'S REPORT

TRADITIONS OF AMERICA(TOA)

Walter O'Shinski informed the board that TOA is starting a new phase on their project, and he recommends signing the sanitary sewer easement. The Board by a unanimous vote on a motion by Frank Ziembra and a second by Timothy Stiffey approved the signing of the easement.

Walter O'Shinski requested conditional acceptance of the current completed phase for TOA. There are only clerical punch list items remaining that will be completed in the next couple of days. The Board by a unanimous vote on a motion by Darlene Barni and a second by Frank Ziembra conditionally accepted the phase.

SANITARY EASEMENT FOR 17 MUSE BISHOP ROAD SEWER EXTENSION

Walter O'Shinski informed the board that a sewer easement is required for a developer subdivision on Muse Bishop Road and recommended signing the easement. The Board by a unanimous vote on a motion by Timothy Stiffey and a second by Frank Ziembra approved signing the easement.

SANITARY EASEMENT FOR SAUT PROPERTY SEWER EXTENSION

Walter O'Shinski informed the board that a sewer easement is required for a sewer extension on McConnell Road and recommended signing the easement. The Board by a unanimous vote on a motion by Frank Ziembra and a second by Donald V Gennuso approved signing the easement.

LAWRENCE PROJECT UPDATE

Kevin Brett updated the Board on the status of the Lawrence project. Kevin Brett explained that a public meeting for June 23rd in Lawrence is scheduled to be held to those residents that have not yet signed their easements. The submission to Pennvest for financing is scheduled for November 3rd 2021.

Romel Nicholas circulated two enabling resolutions that will allow us to condemn property for the easements and for the property site, provided we cannot get those easements and property site amicably. The Board by a unanimous vote on a motion by Frank Ziembra and a second by Donald V Gennuso approved the condemnation resolutions for the easements at large and for the plant site property.

SOLICITOR REPORT

Romel Nicholas has four items to be handled in executive session for property acquisition, and three ongoing litigations.

BUSINESS MANAGER REPORT

MAY 2021 FINANCIAL REPORT

Greg Gennuso circulated the May 2021 financial report for review.

BUDGET REALIGNMENT

Greg Gennuso explained to the board that in the process of updating the financial reports and accounting system the budget needed to be realigned to correspond to the new accounts. The Board by a unanimous vote on a motion by Frank Ziembra and a second by Darlene Barni approved the realigned budget.

BOND REFINANCE COMMITTEE REPORT

Greg Gennuso explained that the 2016 Bond defeasance was completed in the beginning of June and all details of the buying down of the 2016 Bonds was circulated to the Board including all costs.

RENEWAL OF HEALTH INSURANCE

Greg Gennuso informed the Board and circulated with the Board's correspondence the new Health Insurance premium for August 2021 to August 2022. The new premium reflects a nominal monthly increase of 2.2% which was accounted for in the budget. The Board by a unanimous vote on a motion by Timothy Stiffey and a second by Frank Ziembra approved the healthcare renewal.

DISCUSS BILLING/ COLLECTION POLICY

The Board discussed the current collection policy and will now require all property owners to register the sewer account in their names regardless of occupancy. Tenant accounts will now be placed in the property owners name and collection of outstanding balances will be enforceable by water shutoff proceedings. Collection of outstanding liens will also be discussed in the upcoming meetings along with a new revised collection policy and a strengthened collection resolution.

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 Timothy Stiffey 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 6:09 pm to discuss litigation matters and property acquisition.

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

The motion to allow the solicitor to negotiate and reach a settlement on all affected properties at the plant site consistent with our discussion in the executive session. 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 Donald V Gennuso the meeting was adjourned at 7:27 P.M. The next regular meeting is scheduled for 5:00 P.M. Tuesday, July 20, 2021.

Secretary