

Cecil Township Municipal Authority
Monthly Meeting
January 17th, 2023

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, January 17th, 2023. Chairman Donald V. Gennuso attending via Zoom, called the meeting to order at 6:35 PM with Eron Barnes, Rosanne Rodgers, and J. Craig Roach in attendance. Darlene Barni attended via Zoom. Also present were Attorney Christine Seymour of Gaitens, Tucceri, and Nicholas; Kevin Brett of Lennon, Smith, Souleret Engineers (LSSE); Shana Durig, Business Manager, and Michael J. Zrenchak, Authority Manager.

An audio tape of this meeting is available on the Cecil Township web site.

MOTION TO AMEND AUTHORITY BY LAWS

The Board unanimously voted on a motion by Eron Barnes, and seconded by Darlene Barni, to amend the authority by-laws.

REORGANIZATION

Donald V. Gennuso called for the nomination of officers for 2023.

The Board unanimously voted on a motion by Donald V. Gennuso, and seconded by Darlene Barni, to appoint Eron Barnes, Chairperson.

The Board unanimously voted on a motion by Eron Barnes, and seconded by Darlene Barni, to appoint Rosanne Rodgers, Vice Chairperson.

The Board unanimously voted on a motion by Eron Barnes, and seconded by Rosanne Rodgers, to appoint Donald V. Gennuso, Secretary/Treasurer.

The Board unanimously voted on a motion by Donald V. Gennuso, and seconded by Darlene Barni, to appoint J. Craig Roach, Assistant Secretary/Treasurer.

The Board unanimously voted on a motion by Eron Barnes, and seconded by J. Craig Roach, to appoint Gaitens, Tucceri, and Nicholas as Solicitor.

The Board unanimously voted on a motion by Darlene Barni, and seconded by J. Craig Roach, to designate Lennon, Smith, Souleret Engineering, Inc. as Consulting Engineer.

The Board unanimously voted on a motion by Rosanne Rodgers, and seconded by Eron Barnes, to designate Mark C. Turnley, C.P.A. as auditor.

The Board unanimously voted on a motion by J. Craig Roach, and seconded by Rosanne Rodgers, to designate CFS Bank as the depository for the Authority.

Eron Barnes took over the meeting as Chairperson.

ENGINEERS REPORT

Kevin Brett expressed his appreciation to the Board for LSSE being reappointed as consulting engineer for the Authority. He updated the Board on the status of the Lawrence Project. The funding increase requested from PENNVEST was approved. The board needs to act on three items this evening. The first item is a motion to accept the PENNVEST funding offer of \$18,078,512.00 for the Village of Lawrence Sewage Facilities project.

MOTION TO ACCEPT THE PENNVEST FUNDING OFFER OF \$18,078,512.00 FOR THE VILLAGE OF LAWRENCE SEWAGE FACILITIES PROJECT

The Board unanimously voted on a motion by Rosanne Rodgers, and seconded by J. Craig Roach, approved to accept the PENNVEST funding offer of \$18,078,512.00 for the Village of Lawrence Sewage Facilities Project.

The second item is a motion to approve bid for Contract No. 21-STP1 Treatment Plant and Lift Station Construction from Mele and Mele and Sons, Inc. in the amount of \$13,242,337.00.

MOTION TO APPROVE BID FOR CONTRACT NO. 21-STP1 TREATMENT PLANT AND LIFT STATION CONSTRUCTION FROM MELE AND MELE AND SONS, INC. IN THE AMOUNT OF \$13,242,337.00

The Board unanimously voted on a motion by Darlene Barni, and seconded by Rosanne Rodgers, approved to accept the bid for Contract No. 21-Stp1 Treatment Plant and Lift Station Construction from Mele and Mele And Sons, Inc. in the amount of \$13,242,337.00

The third item is a motion to approve bid for Contract No. 2017-06 Construction of Village of Lawrence Sanitary Sewers and Appurtenances from Rudzik Excavation Inc. in the amount of \$5,985,449.00.

MOTION TO APPROVE BID FOR CONTRACT NO. 2017-06 CONSTRUCTION OF VILLAGE OF LAWRENCE SANITARY SEWERS AND APPURTENANCES FROM RUDZIK EXCAVATION INC. IN THE AMOUNT OF \$5,985,449.00.

The Board unanimously voted on a motion by J. Craig Roach, and seconded by Donald V. Gennuso, approved to accept the bid for Contract No. 2017-06 Construction of Village of Lawrence Sanitary Sewers and Appurtenances from Rudzik Excavation Inc. in the amount of \$5,985,449.00.

Mr. Brett informed the board that next steps in the project are to issue award letters to the contractors and to schedule the second meeting with PENNVEST. It takes about 60 days to get through the closing process with PENNVEST. Construction should tentatively start in March or April. He will keep the board updated.

Township Supervisor Thomas Casciola commented from the floor that it didn't take long and now there is going to be a Lawrence sewer project.

MOTION TO AUTHORIZE SIGNING OF SEWER ACCEPTANCE RESOLUTION 2023-01 FOR MCCONNELL TRAILS PHASE 3A.

The Board unanimously voted on a motion by Rosanne Rodgers, and seconded by J. Craig Roach, approved the signing Of Sewer Acceptance Resolution 2023-01 for McConnell Trails Phase 3a.

MOTION TO ADOPT 2023 BUDGET

The Board unanimously voted on a motion by J. Craig Roach, and seconded by Rosanne Rodgers, approved the 2023 budget.

SOLICITOR'S REPORT

Solicitor Seymour expressed her appreciation to the Board for GTN being reappointed as solicitor for the Authority.

An update on the status of the Lawrence Project was given. Negotiations continue with the treatment plant property owner. Property is secured but working to resolve remaining issues.

The most recent emails from Ms. McCullough were distributed to the board. There was reference to the Authority contained in these emails. Will continue to monitor but no action is warranted at this time.

There is an oral argument regarding the CHJA litigation for judgement on the pleading before the court in Washington County on January 25th, 2023. An update will be provided.

GTN has been working with Eron, Rosanne, Shana, and Mike on updating the personnel manual. It has had no updates since 2008. There are things that have changed since that time. There has been discussion of some other personnel issues, so I would request an executive session to briefly discuss a couple of items at the end of the meeting.

BUSINESS MANAGERS REPORT

Financial Reports – November 2022. Ms. Durig stated that the reports were included in the board member packet. She asked if there were any questions on the reports. There were no questions.

Ms. Durig stated she included the Statement of Financial Interests in everyone's board packets. Please fill them out and return them.

AUTHORITY MANAGER REPORT

Mr. Zrenchak asked to amend the agenda to include approval of the December 2022 meeting minutes as they were omitted when preparing the agenda. First, a motion to amend agenda to add approval of the December 20th, 2022 meeting minutes.

MOTION TO AMEND AGENDA TO ADD APPROVAL OF THE DECEMBER 20TH, 2022 MEETING MINUTES

The Board unanimously voted on a motion by Eron Barnes, and seconded by J. Craig Roach, approved to add approval of the December 20th, 2022 meeting minutes to the agenda.

Second, a motion to approve the December 20th, 2022 meeting minutes.

MOTION TO ADD APPROVE OF THE DECEMBER 20TH, 2022 MEETING MINUTES

The Board unanimously voted on a motion by Eron Barnes, and seconded by J. Craig Roach, approved the December 20th, 2022 meeting minutes.

Mr. Zrenchak provided the board with some updates and recommendations on various items.

- The Backflow Preventors were due for testing at the Cherrybrook and Miller's Run facilities. This has been completed and they passed. Paperwork was submitted to Pennsylvania American Water.

- I recommend the purchase of some equipment for the Laboratory that will help the plant operators perform process control at the treatment plants. The items that I recommend:

- Analytical Balance (Scale)
- Drying oven
- Vacuum pump
- Microscope

I was able to obtain 4 quotes which ranged from \$4180.14 to \$6265.50. Colonial Scientific was the lowest. The cost for this equipment can be split between the 3 treatment plants.

- Update on door replacement for grit handling building. \$25000.00 was put in the capital improvement budget for 2022. submitted quotes for the door replacement. Acme Door quoted \$15,228.00 for fiberglass doors and \$9728.00 for steel doors. The prices include all hardware, paint, and installation. Firewicz Commercial door is preparing quotes and will present them at the February meeting. Dano Door does not do this type of door installation.
- Cool Valley Project update. The developers Engineering firm (GAI Consultants) and TNR Properties have sent us the master utility plan and illustrative plan. They also provided some preliminary flow data. I have forwarded this information to LSSE and Walt O'Shinski for review/comment. An internal meeting to discuss what was provided to the Authority will need to be scheduled to determine what is needed for the project to proceed.
- The owner has requested the release of the maintenance bond for the Charles Street Sewer Extension project. The Authority accepted the sewer extension on July 1st, 2021, which would put 18 months in December 2022. If everything is satisfactory, I recommend the maintenance bond be released.
- A Water Leak Adjustment credit for 79 Windcrest Drive was requested by the owner. A memorandum was distributed to the board detailing how the credit amount was determined. Mr. Zrenchak explained upon reviewing the usage data, a credit of \$1460.30 is recommended. Mrs. Barnes asked if a motion is needed for the credit. Mr. Zrenchak said a motion to credit \$1460.30 to the account of 79 Windcrest Drive is needed. The motion was made by J. Craig Roach and seconded by Rosanne Rodgers. Mrs. Barni stated she could not hear everything that was discussed, so she is not sure if she should cast a vote for this item of business. Mr. Zrenchak asked Mrs. Barni if she would like the explanation of the credit be restated for clarification. She asked if the last portion of the explanation of the credit can be repeated. Mr. Zrenchak restated how the water leaked credit was determined. Mrs. Barni asked what the initial bill amount was prior to the credit. Mr. Zrenchak stated the original bill was \$2122.09. Mrs. Barni asked if that is the amount that would be owed according to usage for the leak. Mr. Zrenchak said yes. Mrs. Barni voted yes.

MOTION TO APPROVE CREDIT FOR 79 WINDCREST DRIVE WATER LEAK FOR \$1460.30

After some discussion, The Board voted 4-0 on a motion by J. Craig Roach, and seconded by Rosanne Rodgers, approved credit for 79 Windcrest Drive water leak for \$1460.30. Mr. Gennuso abstained from the vote due to prior history with the property.

Mrs. Barnes called for a Motion for the release of Charles Street Sewer Extension project maintenance bond if everything is satisfactory.

MOTION TO APPROVE RELEASE OF CHARLES STREET SEWER EXTENSION MAINTENANCE BOND

The Board unanimously voted on a motion by J. Craig Roach, and seconded by Rosanne Rodgers, authorized release of Charles Street Sewer Extension maintenance bond.

REVIEW OF CORRESPONDENCE

There were no comments on the monthly correspondence.

PAYMENT OF EXPENSES/TRANSFER OF FUNDS ETC.

The Board unanimously voted on a motion by J. Craig Roach, and seconded by Donald V. Gennuso, authorized payment of expenses, reports and transfers as follows:

- Payment of Expenses/Invoices etc.
- Employee Payroll; 941 Tax Deposit; Employee State Tax Payment

Mrs. Barnes called for comments from the floor.

COMMENTS FROM THE FLOOR

Township Supervisor Thomas Casciola commented from the floor that the Lawrence sewer project has been 30 years in the making.

Mrs. Barnes called for a motion for an executive session to discuss personnel matters.

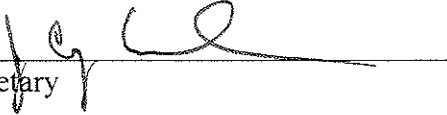
MOTION FOR EXECUTIVE SESSION FOR PERSONNEL MATTERS

The Board unanimously voted on a motion by J. Craig Roach, and seconded by Rosanne Rodgers, to enter executive session at 7:00 pm.

The board came out of executive session at 7:26 PM.

ADJOURNMENT

There being no other business, the Board unanimously voted on a motion by J. Craig Roach, and seconded by Donald V. Gennuso, the meeting was adjourned at 7:27 PM. The next regular meeting is scheduled for 6:30 P.M. Tuesday, February 21st, 2023.


Secretary

