

Cecil Township Municipal Authority
Monthly Meeting
February 21st, 2023

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, February 21st, 2023. Chairperson Eron Barnes called the meeting to order at 6:35 PM with Rosanne Rodgers, Donald V. Gennuso attending via Zoom, J. Craig Roach and Darlene Barni in attendance. Also present were Attorney Christine Seymour of Gaitens, Tucceri, and Nicholas; Jake Bajek 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 APPROVE January 17th, 2023 MINUTES

The Board unanimously voted on a motion by Rosanne Rodgers, and seconded by J. Craig Roach, approved the January 17th, 2023 meeting minutes.

ENGINEERS REPORT

Mr. Bajek updated the Board on the status of the Lawrence Project. The project schedule is on the Engineer's report and the only change to it would be the PENNVEST closing date. It is scheduled for April 18th, 2023.

Award letters have been issued to the contractors. Signed contracts have not been returned yet as there are some items being addressed, but once resolved the contracts should be returned within the next few weeks. Once the signed contracts are received, the contractors will start to submit shop drawings for approval.

The contractors have requested LSSE's CAD files for control points, which will be sent out next week.

We will need to approve two resolutions for the PENNVEST loan closing. Solicitor Nicholas offered to explain the resolutions to the Board.

The first resolution is the Resolution to Borrow from PENNVEST in the amount of \$18,078,512.00. This will reflect the updated amount being borrowed for the project. Recommend the motion approving the resolution to borrow.

Chairperson Barnes called for a motion as stated.

MOTION FOR PENNVEST RESOLUTION TO BORROW IN THE AMOUNT OF \$18,078,512.00 FOR THE VILLAGE OF LAWRENCE SEWAGE FACILITIES PROJECT

The Board unanimously voted on a motion by J. Craig Roach, and seconded by Donald V. Gennuso, approved the Resolution to Borrow from PENNVEST in the amount of \$18,078,512.00.

The second resolution is the Resolution Motion For PENNVEST Reimbursement Resolution Regarding Ability to Finance The Project On An Interim Basis. The reasoning behind this resolution is that there is a likely possibility the Authority would be using their own funds for the project for costs that will be reimbursable by PENNVEST. Recommend the motion approving the resolution motion for PENNVEST reimbursement resolution regarding ability to finance the project on an interim basis.

Chairperson Barnes called for a motion for the PENNVEST Reimbursement Resolution Regarding Ability to Finance the Project on An Interim Basis. She asked if there was any discussion prior to the roll call vote. No discussion.

MOTION FOR THE RESOLUTION FOR PENNVEST REIMBURSEMENT RESOLUTION REGARDING ABILITY TO FINANCE THE PROJECT ON AN INTERIM BASIS

The Board unanimously voted on a motion by J. Craig Roach, and seconded by Donald V. Gennuso, approved the PENNVEST Reimbursement Resolution Regarding Ability to Finance the Project On An Interim Basis.

Mr. Bajek gave an update on the status of various grants applied for by the Authority.

The LSA Grant for Village of Lawrence Phase II. A presentation for the was given to the Washington County Redevelopment Authority on January 13th, 2023. Still waiting for a response.

The H20 PA grants for the Village of Lawrence Phase I. LSSE received comments from the DCED requesting adjustments to the scope of work. The comments are being addressed.

Chairperson Barnes asked Mr. Bajek what the dollar amounts of these grants were. Mr. Bajek stated he did not have the amount of the LSA grant, but the H20 Pa Grant was \$880,000.00.

Mrs. Rodgers asked if it was possible we would have feedback on these grants for the next meeting. Mr. Bajek stated he was not sure if we would but will check with Mr. Brett for an answer.

MOTION TO APPROVE CHANGING PAYROLL FROM BIMONTHLY TO BIWEEKLY

The Board unanimously voted on a motion by Eron Barnes, and seconded by J. Craig Roach, approved the motion Changing Payroll from Bimonthly to Biweekly

MOTION TO APPROVE SIGNING EASEMENT ENCROACHMENT AGREEMENT FOR DECK AT 289 FRANCES LANE

Chairperson Barnes called for a motion to approve Easement Encroachment Agreement for Deck At 289 Frances Lane.

The motion was made by Rosanne Rodgers, and seconded by Darlene Barni. Chairperson Barnes called for discussion prior to the roll call vote.

The Authority Manager explained that the property requested a review of a proposed deck being built at this location. The proposed deck would encroach the 20-foot dedicated sanitary sewer easement by 4 feet. An onsite inspection was conducted. The deck will cantilever over the dedicated sanitary sewer easement but the support pillars will be located outside of the easement. It was recommended to move the steps from their original location within the easement to an area outside the easement. Recommend signing the deck encroachment easement.

The Board unanimously voted on the motion by Rosanne Rodgers, and seconded by Darlene Barni, approved the motion Signing Easement Encroachment Agreement for Deck at 289 Frances Lane.

SOLICITOR'S REPORT

Solicitor Nicholas explained the railroad license agreement was being worked on by previous engineering firm KLH. They encountered multiple issues while working on the agreement, but everything has been resolved and the agreement is ready to execute. The Authority Manager is being proactive so once the necessary insurance is in place, the agreement can be executed. The agreement is a necessary part of the project.

The Authority Manager stated that the umbrella liability insurance coverage needs to be increased from \$1,000,000.00 to \$4,000,000.00. The quote that was received for this increase is approximately \$2400.00 per year. The other insurance item needed is the cost amount of the work being completed within 50 feet of the railroad to get insurance for this work. LSSE is working on gathering this information.

Solicitor Nicholas stated working with the railroad and their restrictions tend to be onerous. The railroad costs for this project are reasonable.

Chairperson Barnes called for a motion to Execute Railroad License Agreement Contingent Upon Manager Securing All Necessary Insurance Policies/Riders.

MOTION TO EXECUTE RAILROAD LICENSE AGREEMENT CONTINGENT UPON MANAGER SECURING ALL NECESSARY INSURANCE POLICIES/RIDERS

The Board unanimously voted on the motion by J. Craig Roach, and seconded by Rosanne Rodgers, approved the motion to Execute Railroad License Agreement Contingent Upon Manager Securing All Necessary Insurance Policies/Riders.

Update on CHJA litigation. We are at the third piece of litigation. It was initiated months back but has been tied up in the courts with procedural motions. The first motion was for preliminary objections challenging the complaint, but after review and discussion it was withdrawn. The second motion filed was a motion of judgement on the pleadings. This was briefed and argued with the court. We just learned that the court ruled in our favor on this motion. The case can now proceed. Houston is close to being in default as they have not filed or responded to anything. We will attempt to default Houston if no response is received.

The last item is an article that was written for PMAA about starting a construction project. Copies were distributed to the board to provide insight into some of the considerations when entering into a significant construction project.

BUSINESS MANAGERS REPORT

Financial Reports – December 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.

AUTHORITY MANAGER REPORT

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

- Update on 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

Able to obtain 4 quotes which ranged from \$4180.14 to \$6265.50. Checked with additional vendors but Colonial Scientific was the still the lowest at \$4180.14. The cost for this equipment can be split between the 3 treatment plants. Recommend going with this price.

- 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. We were having difficulty getting quotes. Received two estimates.

A. Acme Door & Hardware, Inc.

- \$15,228.00 for fiberglass doors (includes parts and labor)
- \$10,211.48 for steel doors from Acme Door & Hardware (Includes parts, paint, and labor).

B. Firewicz Commercial Doors

- \$18,800.00 for fiberglass doors (includes parts and labor)
- \$8560.00 for steel doors from Acme Door & Hardware (Includes parts, paint, and labor).

Recommend going with the steel doors from Firewicz Commercial Doors as it is a savings of \$1651.48

- Cool Valley Project update. No Change
- Will have to order replacement UV (ultraviolet) bulbs for the disinfection process at the Millers Run WWTP. We have used up the spare bulbs in inventory. Based on the operations/maintenance manual, it calls for the all the bulbs to be replaced every 8760 hours (yearly) but can vary on operating conditions. Recommend that all the bulbs be replaced as this is a critical component of the treatment process. The bulbs can be monitored and set a maintenance schedule. In the process of getting pricing for the bulbs.
- We are having a pump issue at the Teodori WWTP. We get a lot of rags/debris that enter the facility and sometimes bypass the influent bar screen and then enter the flow equalization tank which make their way to the sewage pumps and cause them to plug. The operators then must pull the pumps and clean out the debris. Looking at a product that would provide a solution to help with this issue and be cost effective. Will have pricing and a recommendation at the meeting in March.
- The 2022 Municipal Wasteload Management Report-Chapter 94 Reports are due by March 31st, 2023. Work on preparing the reports is underway.
- We received notice from the PaDEP that the NPDES permit for the Millers Run WWTP will expire on January 31st, 2024. The renewal application is due by August 4th, 2023. The letter indicates there is no application fee required but will confirm. Will check with Walt O'Shinski on what is needed to complete the renewal process.
- Our laborer has expressed interest in getting his operator certification. Beaver County Community College provides a certification class for 6 months, two days per week. The cost is \$2000.00 plus \$250.00 laboratory fee. At the end of the class, the certification examination is given. The class fills quickly when offered.

Chairperson Barnes asked when the sign-up deadline occurs and to have something on the agenda for the March meeting.

Chairperson Barnes asked the Authority Manager to advise the board if the items for purchase are expensed or capitalized. The manager will provide this moving forward.

Chairperson Barnes asked about a timeline for getting information on the Cool Valley Project. Mr. Zrenchak stated he spoke to the Project Manager from GAI and found that he is new as the person handling this project is no longer with the company. The new Project Manager from GAI is getting up to speed on the project. Mr. Zrenchak stated he would like to have a meeting with all parties prior to the March Authority meeting to provide the Board with an update. Mr. Zrenchak asked Jacque King from Cecil Township what stage the project is in with the Township other the Illustrative Plans and Master Utility Plans being provided. Mr. King said that their last scheduled meeting on February 15th, 2023 was cancelled at the last minute with no additional information being provided. He thanked the Authority for pushing them back to the Township as they were not providing information.

REVIEW OF CORRESPONDENCE

There were no comments on the monthly correspondence. Mrs. Barni stated she has gotten feedback from residents on the rate increase of the sewage bills. The increase went from \$18.00 to \$22.00 and some residents are upset. She asked if this increase was discussed and put on the agenda for vote. Mr. Gennuso stated the rate increase was discussed and approved. Mrs. Barni asked where it could be found in the minutes or the agenda. Discussion ensued regarding this issue.

Chairperson Barnes stated that she remembers it being discussed, but it will need to be investigated. Solicitor Nicholas concurred with Chairperson Barnes that it would be wise to look at the history regarding this question.

Chairperson Barnes stated it would be researched and that something would be on the agenda for the meeting next month to clarify.

Discussion ensued about the Millers Run Debt Service Fee.

PAYMENT OF EXPENSES/TRANSFER OF FUNDS ETC.

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

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

Chairperson Barnes called for comments from the floor.

COMMENTS FROM THE FLOOR


Resident Gary Mills 728 Redwood Drive asked why do the Millers Run customers have to pay for Lawrence when their sewage does not go there. Based on his knowledge, the Millers Run Debt Service Fee is to be on the bill until 2035.

Chairperson Barnes stated that it would be researched to get an answer to this question.

Discussion ensued about the calculations were done to determine the \$4.00 amount. Mr. Mills said to make the new housing developments pay for the improvements. The Authority Manager stated that it will researched how the calculation were determined in order to answer the question.

ADJOURNMENT

There being no other business, the Board unanimously voted on a motion by Darlene Barni, and seconded by J. Craig Roach, the meeting was adjourned at 7:17 PM. The next regular meeting is scheduled for 6:30 P.M. Tuesday, March 21st, 2023.



Secretary