

Cecil Township Municipal Authority
Monthly Meeting
May 16th, 2023

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, May 16th, 2023. Chairperson Eron Barnes called the meeting to order at 6:28 PM with Rosanne Rodgers, Donald V. Gennuso, and J. Craig Roach in attendance. Darlene Barni was absent. Also present were Attorney Romel Nicholas of Gaitens, Tucceri, and Nicholas, Kevin Brett of Lennon, Smith, Souleret Engineers (LSSE), Larry Lennon Jr. 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 APRIL 18th, 2023 MINUTES

The Board voted on a motion by Eron Barnes, and seconded by J. Craig Roach, approved the April 18th, 2023 meeting minutes.

ENGINEERS REPORT

Mr. Brett updated the Board on the status of the Lawrence Project. PENNVEST closing is scheduled for May 17th, 2023. All the necessary items needed to close were addressed today.

An item in question last month was the tap-in fee for the Lawrence project. LSSE did a quick check on the current tap-in fees. It shows the current fee for the Teodori service area is \$2474.00, the Millers Run service area is \$6480.00, and the other service areas are \$700.00 to \$800.00. Approximately a year ago, the board asked if a special tapping fee study was done to determine the maximum permitted tap-in fee for the Lawrence project. The maximum amount was \$15,880.00. These numbers are typically large, between \$10,000 and \$15,000.00. The future tap-in fees for the additional 120 EDU's that were in the study, the fee is \$18,000.00. The board requested to look at the tap-in fees being charged by the surrounding municipalities. The tap-in fees ranged from \$3000.00 to \$8000.00. Some municipalities had a tiered structure, which averaged around \$7500.00. The Board should give thought to what they want to set the tap-in fee at for the Lawrence project. The amount previously discussed was \$4000.00 to \$5000.00. Mr. Gennuso asked Mr. Brett if these were the numbers used in calculating the financials for the Lawrence project and Mr. Brett said yes. Mr. Gennuso also asked Mr. Brett if the minimum amount for the tap-in fee should be \$4000.00, and Mr. Brett replied yes. Chairperson Barnes asked Mr. Brett if there will be any debt service fees associated with the Lawrence project. Mr. Brett said that currently there will not be any since there is a level rate structure in place. Chairperson Barnes stated that no decision on setting the tap-in fee is to be made this evening, but it will need to be discussed by the board. She asked Mr. Brett if a committee should be formed for this task, and he stated it was a good idea to have a committee review and make a recommendation. Chairperson Barnes asked if any board members would like to serve on the committee. Mr. Gennuso and Mrs. Rodgers said they would be on the committee.

Larry Lennon Jr. from LSSE gave the board an update on the pre-construction meetings. The contractors are currently submitting shop drawings and ordering materials. The first pre-construction meeting for the collection system project is Friday May 19th, 2023 at the Cecil Township Municipal Building at 10:00 am. A meeting with the Washington County Conservation District is also trying to be scheduled for the same day at 11:00 am. The pre-construction meeting for the plant project is Tuesday May 23rd, 2003 at the Cecil Township Municipal Building at 10:00 am. Notice to proceed will be issued to the contractors and will be issued after the PENNVEST closing tomorrow. There are still some signatures needed from the contractors for the necessary permitting needed for construction and are being of obtaining. The Authority Manager has been provided with

updated construction drawings and overall project map in case any residents would have questions. LSSE is requesting that the contractors provide weekly updates on where they will be working and if bad weather would be encountered, an update would need to be provided daily. Depending on circumstances, the construction will change.

Chairperson Barnes stated that a meeting with the Lawrence residents needs to be scheduled to discuss the current status of the project and to answer any questions or concerns. She also stated that the Cecil Township Municipal Authority website is official source for any information regarding the project. Mr. Gennuso recommended setting the public meeting as soon as possible. Discussion ensued. Chairperson Barnes suggested Tuesday May 30th, 2023 and she would contact the civic association to see if the building was available that day. Everyone agreed on the tentative date of Tuesday May 30th, 2023 at 6:30 pm.

SOLICITOR'S REPORT

Update on the CHJA litigation. There were three parts to the litigation. The first two parts have been resolved. The third part that is pending involves annual payments made to Canonsburg and Houston by CHJA and a pension maneuver that was made leaving all debt and liabilities with CHJA and all assets being left with Canonsburg. We are now in the discovery stage of the proceedings. The court has ordered Mr. Vreeland to be the mediator for the case. He was also the mediator for the first two pieces of the litigation as well. The cost of the mediator will be split among all parties.

Pennsylvania American Water has expressed an interest in purchasing CHJA. A bidding process took place being overseen by PFM. Aqua America has also expressed interest in bidding. Last year, Pennsylvania American Water requested a meeting with the chairpersons and managers to give a presentation. Aqua America has now requested the same type of meeting. No date has been determined yet. Under the existing service agreement, the municipalities have veto powers.

The McCullough litigation involving the Authority has ended and was confirmed with the Commonwealth Court. The other case in which the Authority is not party to but does receive emails regarding it, is making its way through the court system.

Work continues updating the personnel manual. A draft copy will be circulated to the board for review/comment/changes prior to final adoption.

An update on the status of the Lawrence Project was given. Under the category of property acquisition, there are three layers. First are the properties of the rate payers in Lawrence. Second is the plant site, and third is the ingress and egress to the plant site. Solicitor Nicholas is working with the attorney for Mr. Nasser to get a proposal that is acceptable to the board. Solicitor Nicholas asked Chairperson Barnes if Mr. Gennuso could be the board representative in this matter since he knows the history of the property and ingress & egress negotiations. The board was agreeable.

BUSINESS MANAGERS REPORT

Financial Reports – March 2023. Ms. Durig stated that the reports were included in the board member packet. She asked if there were any questions on the reports.

Mark C. Turnley is conducting the 2022 Audit. The draft of the audit report will be forth coming. Chairperson Barnes asked if there have been any issues or problems with the audit to date, Business Manager stated no issues to date.

AUTHORITY MANAGER REPORT

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

- The fuel pump on the 2014 Ford Pick-Up was replaced, oil changed, and inspected. Nothing else was needed.
- The polymer pump for the belt filter press was having issues. Replaced stator for pump but motor has a flat spot and occasionally stops. It is a DC motor and is proprietary. United Industrial Group can get the motor. Cost is \$2,219.00 and lead time is 15 weeks. This item can be capitalized.
- Cool Valley Project update. Working with the Engineering firm (GAI Consultants) to set up a meeting. No Change.
- The 2010 Ford F-250 Pick Up is in poor condition and does not look like it will pass inspection in June. Researching the cost of replacing this vehicle it was found that the period to order a 2024 has not opened yet, but once it does Ford is expecting an 8 to 10% price increase and it could take up to a year to get the truck. A 2023 was located at Woltz and Wind Ford. The COSTARS price for the truck is \$55,290. It is about \$4100.00 to upfit the truck with the necessary equipment. There is \$100,000.00 set aside in the capital budget for vehicle replacement. Recommend purchasing truck and upfitting as necessary. Chairperson Barnes stated that she asked the solicitor if a motion was necessary to purchase the truck and since the cost is in line with the capital budget and that budget was approved, the truck can be purchased.
- We had an applicant for the part-time administrative assistant position. Business Manager and Authority Manager had a preliminary interview with the candidate. Recommend having second interview with personnel committee. A copy of the resume was provided to the board to review. Chairperson Barnes stated that Mrs. Rodgers and herself are on the personnel committee and can discuss. The position has already been budgeted for and if it can be filled prior to the next meeting and then ratify.
- Changes have been sent over to website administrator to update the CTMA website regarding the Lawrence project. The changes have not been posted yet but will make sure it gets done.

REVIEW OF CORRESPONDENCE

Chairperson Barnes asked if there was correspondence to review. There was none.

PAYMENT OF EXPENSES/TRANSFER OF FUNDS ETC.

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

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

COMMENTS FROM THE FLOOR

Chairperson Barnes called for comments from the floor. There were no comments.

ADJOURNMENT

There being no other business, the Board unanimously voted on a motion by Eron Barnes, and seconded by J. Craig Roach, the meeting was adjourned at 7:00 PM. The next regular meeting is scheduled for 6:30 P.M. Tuesday, June 20th, 2023.



Secretary