

Cecil Township Municipal Authority
Monthly Meeting
August 15th, 2023

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, August 15th, 2023. Chairperson Eron Barnes called the meeting to order at 6:30 PM with Rosanne Rodgers, Donald V. Gennuso, J. Craig Roach, and Darlene Barni in attendance. Also present were Attorney Romel Nicholas 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 APPROVE July 18th, 2023 MINUTES

The Board voted on a motion by Darlene Barni, and seconded by J. Craig Roach, approving the July 18th, 2023 meeting minutes.

Chairperson Barnes took the agenda out of order as the Auditor and Engineer were not present. Moved on to the Solicitor's Report.

SOLICITOR'S REPORT

Solicitor Nicholas stated the items that he will need to discuss require an executive session at the appropriate time on the agenda. Item one, personnel, item two, possible litigation regarding liens, and item three, property acquisition. The written report was distributed to the Board. There are no items for discussion at the public meeting.

Chairperson Barnes moved to the Business Manager's report. Mr. Gennuso informed the Board that Mark C. Turnley will not be attending this evening to present the findings of the 2022 Audit due to COVID. The Authority Manager informed the Board that Mr. Turnley sent his apologies for not being able to attend this evening and plans to attend the September meeting to present the findings. If there are any questions regarding the audit, he said the Board is welcome to contact him to discuss.

Chairperson Barnes tabled Mark C. Turnley's presentation of the 2022 Audit findings until the September meeting.

Mr. Gennuso asked Solicitor Nicholas if a motion was needed to advertise the 2022 audit. Solicitor Nicholas stated that he didn't believe the advertisement of the audit was time sensitive and did the Board want to wait to advertise prior to hearing the presentation. Authority Manager stated that Mr. Turnley stated that it was not time sensitive, but the DCED Report that is, has already been filed.

Chairperson Barnes moved back to the Engineers Report as Mr. Brett arrived.

ENGINEERS REPORT

Kevin Brett from LSSE gave the Board an update on the Lawrence project. The sanitary sewer line work is progressing. A memo was issued on the work completed to date. The contractor is working in Pepper Lane, Alley B, and Second Street. A highlighted drawing will be provided to the Board at the September meeting to show the progress to date and can be uploaded to the Authority's website. Street restoration is scheduled to begin. The treatment plant contractor will be pouring the concrete pad for the treatment plant tomorrow. The

cure time for the concrete pad is 2 weeks. The prefabricated components for the tanks are ready for shipment. Still waiting on the shop drawings for the plant components. The weather has been cooperating.

MOTION TO APPROVE PARTIAL PAYMENT NO. 3 FOR CONTRACT NO. 2017-06 (RE-BID) CONSTRUCTION OF SANITARY SEWERS AND APPURTENANCES IN THE AMOUNT OF \$343,871.01

The Board unanimously voted on a motion by Darlene Barni, and seconded by J. Craig Roach, approving the motion for Partial Payment No. 3 in the Amount Of \$343,871.01 for Contract No. 2017-06.

MOTION TO APPROVE PARTIAL PAYMENT NO. 2 FOR CONTRACT NO. 21-STP1 (RE-BID) VILLAGE OF LAWRENCE SEWAGE TREATMENT PLANT IN THE AMOUNT OF \$1,122,252.22.

The Board unanimously voted on a motion by Donald V. Gennuso, and seconded by Darlene Barni, approving the motion for Partial Payment No. 2 in the Amount Of \$1,122,252.22 for Contract No. 21-STP1.

MOTION TO APPROVE PENNVEST PAYMENT REQUISITION NO. 3 IN THE AMOUNT OF \$1,574,425.93.

The Board unanimously voted on a motion by Rosanne Rodgers, and seconded by J. Craig Roach, approving the motion for PENNVEST Payment Requisition No. 3 in the amount of \$1,574,425.93 for Contract No. 2017-06, Contract No. 21-STP1, Engineering and Permit invoices.

Chairperson Barnes called for Discussion/Recommendations for updating ACT 57 Tapping Fee Study. Mr. Gennuso stated that it needs to be tabled until the September meeting as information is still being gathered regarding the fees. Mr. Brett stated they are looking at various options to determine the tapping fee.

MOTION TO AUTHORIZE RENEWAL OF INSURANCE POLICY FOR THE CECIL TOWNSHIP MUNICIPAL AUTHORITY

The Authority Manager stated the insurance policy premium was higher this year due to workers compensation and the additional blanket coverage for the railroad that was needed for the Lawrence Project. We are within budget for the premium renewal.

The Board unanimously voted on a motion by J. Craig Roach, and seconded by Eron Barnes, approving the motion for the renewal of the insurance policy for the Cecil Township Municipal Authority.

MOTION TO AUTHORIZE RENEWAL HEALTH INSURANCE POLICY FOR THE CECIL TOWNSHIP MUNICIPAL AUTHORITY

The Authority Manager updated the Board on the health insurance renewal. The Authority budgeted for a 15% premium increase, but the actual increase was only 6%. It is recommended that the Authority look at different options that may be available when renewing next year. This will ensure that we are getting the best coverage along with the best cost.

The Board unanimously voted on a motion by Eron Barnes, and seconded by J. Craig Roach, approving the motion for the renewal of the health insurance policy for the Cecil Township Municipal Authority.

BUSINESS MANAGERS REPORT

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

AUTHORITY MANAGER REPORT

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

Lease/purchase of new copier. The Copier at the office needs to be replaced. Looked into the option to purchase or lease a new unit. Recommend going with the Toshiba unit with a lease term of 39 months at \$243.00 per month. The replacement of the copier was budgeted.

Approval and signing of encroachment agreements for a patio and deck. The homeowners were agreeable to the provisions sent forth within the encroachment agreement. Recommend the Board to approve the encroachment agreements for the patio and deck.

Solicitor Nicholas asked if these agreements will be recorded with Washington County. The Authority Manager stated that they were reviewed by Christine Seymour and once executed they will be recorded at the Washington County Recorder of Deeds office.

MOTION TO APPROVE SIGNING EASEMENT ENCROACHMENT AGREEMENT FOR PATIO AT 448 DOGWOOD LANE

The Board unanimously voted on the motion by Rosanne Rodgers, and seconded by J. Craig Roach, approved the motion Signing Easement Encroachment Agreement for Patio at 448 Dogwood Lane.

MOTION TO APPROVE SIGNING EASEMENT ENCROACHMENT AGREEMENT FOR DECK AT 479 DOGWOOD LANE

The Board unanimously voted on the motion by Donald V. Gennuso, and seconded by J. Craig Roach, approved the motion Signing Easement Encroachment Agreement for Deck at 479 Dogwood Lane.

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 Rosanne Rodgers, and seconded by Eron Barnes, 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.


MOTION FOR EXECUTIVE SESSION FOR PERSONNEL MATTERS/LITIGATION/PROPERTY

The Board unanimously voted on a motion by Eron Barnes, and seconded by J. Craig Roach, to enter Executive Session at 6:47 pm.

The board came out of executive session at 7:30 PM.

ADJOURNMENT

There being no other business, the Board unanimously voted on a motion by Eron Barnes, and seconded by Donald V. Gennuso, to adjourn the meeting. The meeting was adjourned at 7:32 PM. The next regular meeting is scheduled for 6:30 P.M. Tuesday, September 19th, 2023.



Secretary