

Cecil Township Municipal Authority
Monthly Meeting
October 17th, 2023

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, October 17th, 2023. Chairperson Eron Barnes called the meeting to order at 6:30 PM with J. Craig Roach and Darlene Barni in attendance. Rosanne Rodgers was absent. Donald V. Gennuso joined meeting late via phone. 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 September 19th, 2023 MINUTES

The Board voted on a motion by Eron Barnes, and seconded by J. Craig Roach, approving the September 19th, 2023 meeting minutes.

ENGINEERS REPORT

Larry Lennon Jr. from LSSE gave the Board an update on the Lawrence project. A map is available showing progress to date for review. Contractor is approximately 50 % completed with sewer installation. The contractor is currently doing the bore crossings on Georgetown and Mayview Roads and should have them completed this week. The sanitary sewer line work most recently completed this month includes Third Street, Boyce Street Extension, Alley B, and Alley C. The Contractor is currently installing the forced main, which will pump from the Teodori Facility to the new wastewater treatment plant. The contractor adjusted the construction schedule to complete the forced main installation prior to winter. An issue arose at the Mayview Road bore crossing. Equitrans had a high-pressure gas transmission main line, and they required the contractor to go deeper than what was shown on the construction plans. The contractor will be submitting a change order request for the additional costs associated with these changes. Chairperson Barnes requested that LSSE provide the information on the change order request at the next Authority meeting.

Mr. Lennon reported at last month's Authority meeting that the Washington County Conservation District requested a permit amendment from the contractor. The contractor had applied for the amendment and the Washington County Conservation District informed contractor of some minor violations that need to be addressed. The permit amendment was approved.

Mr. Lennon gave update on the Treatment Plant contract. Work completed this month includes completion of the tanks, grouting, and post stress tension cables being installed and stressed. Water testing of the tanks is being done currently. Underground pipe work is being completed at site. Control building construction will be starting in the next few weeks. The shop drawings for the plant equipment have been submitted and approved. Contractor will now be able to provide a formal construction schedule.

Mr. Brett gave an update on the ACT 57 analysis discussed last month. The final report is attached to the resolution. No additional changes were made. Chairperson Barnes stated that the Authority website will be updated with the new fees. The new fee schedule will take effect January 1st, 2024.

MOTION TO APPROVE PARTIAL PAYMENT NO. 5 FOR CONTRACT NO. 2017-06 (RE-BID)
CONSTRUCTION OF SANITARY SEWERS AND APPURTENANCES IN THE AMOUNT OF
\$486,772.82.

The Board unanimously voted on a motion by J. Craig Roach, and seconded by Darlene Barni, approving the motion for Partial Payment No. 5 in the amount of \$492,418.40 for Contract No. 2017-06.

**MOTION TO APPROVE PARTIAL PAYMENT NO. 4 FOR CONTRACT NO. 21-STP1 (RE-BID)
VILLAGE OF LAWRENCE SEWAGE TREATMENT PLANT IN THE AMOUNT OF \$1,008,952.49.**

The Board unanimously voted on a motion by Darlene Barni, and seconded by J. Craig Roach, approving the motion for Partial Payment No. 4 in the amount of \$1,008,952.49 for Contract No. 21-STP1.

**MOTION TO APPROVE PENNVEST PAYMENT REQUISITION NO. 5 IN THE AMOUNT OF
\$1,549,301.30.**

The Board unanimously voted on a motion by Eron Barnes, and seconded by J. Craig Roach, approving the motion for PENNVEST Payment Requisition No. 5 in the amount of \$1,549,301.30 for Contract No. 2017-06, Contract No. 21-STP1, Engineering and Permit invoices.

**MOTION TO ADOPT RESOLUTION 2023-08 THAT ACKNOWLEDGES RECEIPT OF THE LSSE
ACT 57 REPORT AND SETS FORTH THE CONNECTION FEES FOR THE CTMA'S SERVICE
AREAS.**

The Board unanimously voted on a motion by J. Craig Roach, and seconded by Eron Barnes, approving the motion to adopt Resolution 2023-08 that acknowledges receipt of the LSSE ACT 57 Report and sets forth the Connection Fees for the CTMA's Service Areas.

SOLICITOR'S REPORT

Solicitor Nicholas stated there are three items that he will be discussing. An update on the CHJA pending litigation was presented. The court appointed mediator Thomas Vreeland had first meeting with all parties involved and suggested all matters be stayed while a possible settlement is being discussed, which includes the potential sale of CHJA. The mediator is overseeing the litigation and trying to include a possible settlement if there is a sale.

Update on the plant site. Property has been condemned and have the site acquisition, but the money owed for the property is being negotiated.

Recommend the Board execute the settlement agreement with SCB Capital for the condemnation of the Ingress and Egress for the Lawrence Treatment site.

**MOTION TO EXECUTE SETTLEMENT AGREEMENT WITH SCB CAPITAL FOR THE
CONDEMNATION OF INGRESS AND EGRESS FOR THE LAWRENCE TREATMENT PLANT
SITE AND PROCEED IN ACCORDANCE WITH SAME.**

The Board unanimously voted on a motion by Eron Barnes, and seconded by J. Craig Roach, approving the motion to Execute Settlement Agreement with SCB Capital for the Condemnation of Ingress and Egress for the Lawrence Treatment Plant Site and proceed in accordance with same.

BUSINESS MANAGERS REPORT

Financial Reports – August 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.

- Working on repair options for the 2012 Ford F-250 to keep as snowplow truck.
- Waiting on quote from Clinton Controls to update control panel at Millers Run Pump Station.
- Hot water tank replaced and repairs to roof made at the Millers Run Wastewater Treatment Plant.
- The Cool Valley project has been put on hold. Jacque King stated that their application has been withdrawn.
- The pump has been repaired and reinstalled at the Klinger Road Pump Station.
- NPDES permit renewal applications are due December 3rd, 2023, for the Cherrybrook and Teodori Treatment Plants. LSSE will review application prior to submittal.
- Woltz and Wind Ford has a truck available for purchase. The cost of truck is \$57,390.00 with co stars discount and upfitting safety, lighting, and accessories. Money was set aside in the budget to replace two trucks. Mrs. Barni had a question. She stated that if we do not act on a truck now with what has been in the news, there may not be any available to purchase. Authority Manager stated that the salesman said that an 8% to 10% price increase is being projected.
- Pennsylvania American Water Company has located the water service for the Georgetown and Cherrybrook Pump Stations. They are working on reactivating the services at these locations.
- Recommend establishing a budget committee to prepare the 2024 budget. The budget process has been started. Chairperson Barnes volunteered to be on the committee. Mrs. Barni stated she will be unavailable. Mr. Roach volunteered. The committee was established.
- Millers Run Pump Station has a debris mat that has built up in the wet well. Recommend having the wet well cleaned prior to winter. Mr. Roach asked for a cost estimate for cleaning. The Authority Manager stated the approximate cost would be \$3500.00.

REVIEW OF CORRESPONDENCE

Chairperson Barnes asked if there was correspondence to review. The Business Manager stated we received a letter from a customer concerning paperless billing. The concern expressed is that when the customer receives an email stating a new invoice is available, the email only shows the current month's balance, it does not show if there is a past due balance. To access the invoice, you must click on the link included in the email to see the actual invoice. Other customers have called regarding the same issue. The customers are assuming that what is shown in the email is the balance due and are not clicking the link to access the invoice. The Business Manager stated she accessed Invoice Cloud and changed the wording to explain that they need to click on the link to see the entire balance due. Chairperson Barnes asked if the customer who wrote the letter is requesting relief for the charges. The Business Manager stated the customer did not ask for relief, just wanted to bring it to the attention of the Authority. Chairperson Barnes confirmed it has been corrected by updating the wording on Invoice Cloud. She asked Board if there were any additional questions or comments. Chairperson Barnes asked the Business Manager to contact the customer and let them know this has been addressed.

PAYMENT OF EXPENSES/TRANSFER OF FUNDS ETC.

The Board unanimously voted on a motion by J. Craig Roach, and seconded by Darlene Barni, 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.

Mrs. Barni had a question for Solicitor Nicholas. She stated that Pennsylvania American Water gave a proposal as well as Aqua America for the purchase of CHJA. The proposal from PAWC was for approximately \$132 Million and the proposal from Aqua was approximately \$135 Million. Solicitor Nicholas said those were the approximate amounts. Mrs. Barni asked how many capital improvements are both PAWC and Aqua going to make that will not be incurred by the residents. Solicitor Nicholas stated it is a valid question and that the purpose of the handouts provided by both companies is to lay out the capital expenditures they propose if they are the successful purchaser of CHJA. The sale is a work in progress and the meetings are preliminary at this point. There is a provision in the current service agreements with Cecil Township, Chartiers, and North Strabane that they have final approval of a sale. Chairperson Barnes agreed on how this potential sale will affect our communities and customers but is about the end rate if the sale is done. At this point, the rates have not been established. Both proposals provided show the companies are addressing the projected capital expenditures differently. There is still a lot of discovery that needs to be made before a final decision can be made on the sale of CHJA.

ADJOURNMENT

There being no other business, the Board unanimously voted on a motion by Eron Barnes, and seconded by J. Craig Roach, to adjourn the meeting. The meeting was adjourned at 7:03 PM. The next regular meeting is scheduled for 6:30 P.M. Tuesday, November 21st, 2023.



Assistant Secretary