

Cecil Township Municipal Authority
Monthly Meeting
April 15th, 2025

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, April 15th, 2025. Chairperson Eron Barnes called the meeting to order at 6:30 PM with Rosanne Rodgers, Darlene Barni, and Brad Smith in attendance. Member J. Craig Roach was absent. Also present were Attorney Patrick Gannon of Gaitens, Tucceri, and Nicholas, 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 March 18th, 2025 MINUTES

The Board voted on a motion by Rosanne Rodgers, and seconded by Brad Smith, approving the March 18th, 2025 meeting minutes.

ENGINEERS REPORT

Larry Lennon Jr. from LSSE gave the Board an update on the Lawrence Collection System Project. An updated punch list was issued to the contractor. The Authority Manager is receiving complaints about restoration which are being added to the punch list.

Mr. Lennon gave an update on the Treatment Plant Contract. A punch list has been issued to the contractor regarding outstanding issues at treatment plant.

Mr. Lennon gave an update on the Teodori Lift Station. Demolition work is underway at Teodori site. Work progresses on the electrical SCADA system, coordination with West Penn Power for upgrades, piping modifications for the conversion of the existing tanks to equalization tanks, tank rehabilitation and lining

Recommend approval of Partial Payment No. 22 for Contract No. 21-STP1 (Re-Bid) in the amount of \$194,913.96

Recommend approval of PENNVEST Payment Requisition No. 23 in the amount of \$223,495.12.

Mr. Lennon provided an update on Traditions of America regarding Phase 6 and 7. The contractor began work on March 18th, 2025. The contractor made a request for the relocation of four manholes as they were located in driveways. It was a good suggestion. A letter was issued with the conditions for moving them. The letter is included with the Engineers Report.

Update on Silver Creek development. The developer requested a material substitution. They asked for an update. He was informed that the Board is considering changes to certain rules and the request may or may not be approved at the meeting this evening. If approved, they will be notified that these are the only substitutions permitted and everything else remains status quo.

Mount Pleasant Sewer System update. This will be covered under the Solicitor's report. A follow-up meeting with Mount Pleasant Authority was held on April 1st, 2025 to discuss the project and the potential Memorandum of Understanding (MOU) between the Boards.

Update on Clifford Road Low Pressure Sewer Extension request. We received a submission of preliminary plans on April 9th, 2025. The plan proposes a grinder pump system using an existing utility easement for water and electric to pump to an existing manhole located in the Windsor Woods Plan. A discussion should be held during the committee meeting about how the Authority would address this request. The solicitor should be included to discuss any potential legal issues. They originally proposed installing a grinder pump with a low-pressure sewer that they would own until someone else connects to it. At that point, they would dedicate it to the Authority because it would then be a shared forced main. The recommendation is to table the review under the committee can meet and discuss the request.

Update Fleehar Plan CCTV Contract. The project scope was reviewed with the Authority Manager. A GIS map was prepared for that portion of the system as well as the Millers Run Interceptor Line. There is a motion on the agenda this evening to advertise bidding for the cleaning and CCTV contract. It consists of 2 components, a base bid for the Fleehar and Ridgewood plans and an add alternate bid for the interceptor line. If we get a good price, the interceptor line can also be done.

Update on Millers Run Pump Station emergency bypass outfall repair. The permit application was sent to the Authority Manager to execute. The application was signed and returned. We will complete the application and file with the PaDEP.

Grant application update. The Authority received notice from the Washington County LSA that the Cherrybrook Lift Station application was approved for \$200,000.00. Will work with the Authority Manager on refining the scope of work for the project. It will also require a Part II permit amendment to be filed with the PaDEP. Chairperson Barnes asked Mr. Lennon if there is a need to match funds with this grant. Mr. Lennon stated that this is a partial funding request, which is why the scope of work is being reviewed. Once reviewed, the Board can decide whether to reduce the scope of leave it as originally planned. There is a resolution on the agenda this evening for The PA Small Water and Sewer Grant to update the Teodori Industrial Park Lift Station. It is a similar project to the Cherrybrook Lift Station.

The CFA Watershed Restoration Grant. The Cherrybrook STP flooding project was reviewed with the Authority Manager. This is the culvert underneath the driveway to the plant. This project meets the criteria of the grant. We are preparing the resolution for next month's meeting as the application is due by May 31st, 2025. The maximum request for this grant is \$300,000.00 and requires a 15% match.

The request Plumbing Inspections for the Village of Lawrence were advertised. The Authority received two bids. There is a motion on the agenda this evening to award. Further details will be presented prior to the motion.

MOTION TO APPROVE PARTIAL PAYMENT NO. 22 FOR CONTRACT NO. 21-STP1 (RE-BID) VILLAGE OF LAWRENCE SEWAGE TREATMENT PLANT IN THE AMOUNT OF \$194,913.96.

The Board unanimously voted on a motion by Darlene Barni, and seconded by Eron Barnes, approving the motion for Partial Payment No. 22 in the amount of \$194,913.96 for Contract No. 21-STP1.

MOTION TO APPROVE PENNVEST PAYMENT REQUISITION NO. 23 IN THE AMOUNT OF \$223,495.12.

The Board unanimously voted on a motion by Eron Barnes, and seconded by Brad Smith, approving the motion for PENNVEST Payment Requisition No. 23 in the amount of \$223,495.12 for Contract No. 2017-06, Contract No. 21-STP1, Engineering and Permit invoices.

Mr. Lennon explained the next motion. The plumbing inspections for the Village of Lawrence project were publicly advertised. The Authority received 2 sealed bids. One from KLH Engineers for \$340.00 per connection

and one from Middle Department Inspection Agency MDIA for \$125.00 per connection and an additional \$80.00 charge for reinspection. Recommend awarding to Middle Department Inspection Agency MDIA as low bidder.

MOTION TO APPROVE, REJECT OR TABLE CONSTRUCTION CODE AND INSPECTIONS FOR LAWRENCE PROJECT

The Board unanimously voted on a motion by Eron Barnes, and seconded by Brad Smith, approving the motion for the Construction Code and Inspections for Lawrence Project.

MOTION TO APPROVE, REJECT OR TABLE ADVERTISEMENT OF 2025 SEWER CLEANING AND CCTV CONTRACT

The Board unanimously voted on a motion by Rosanne Rodgers, and seconded by Eron Barnes, approving the motion to advertise the 2025 Sewer Cleaning and CCTV Contract.

MOTION TO APPROVE, REJECT OR TABLE RESOLUTION 03-2025 TO APPLY FOR PA SMALL WATER AND SEWER PROGRAM IN THE AMOUNT OF \$340,119.00 FOR THE TEODORI INDUSTRIAL LIFT STATION UPGRADE PROJECT

The Board unanimously voted on a motion by Darlene Barni, and seconded by Brad Smith, approving Resolution 03-2025 to apply for Pa Small Water and Sewer Program in the amount of \$340,119.00 for the Teodori Industrial Lift Station Upgrade Project

Mrs. Barnes stated a motion was not yet needed for the Watershed Restoration grant. Mr. Lennon stated that it will be done at next month's meeting.

SOLICITOR REPORT

Solicitor Gannon stated the Rules and Regulations Committee did meet and had an extensive conversation regarding changes to the Rules and Regulations that resulted in a resolution that is included in your meeting packet this evening. The recommended changes are in Article 9 regarding the specifications for piping, a new section in that same article attendant to ownership of the lateral in individual yards as it connects to the main line. There are also a few sections attendant to predevelopment. Also reviewed was Article 10. The section of this article was reorganized to match the procedure a developer would follow when interacting with the Authority.

Mr. Lennon provided what changed in the Rules and Regulations regarding the proposed piping changes and changes to the manhole specifications. These changes will bring everything up to date.

Mrs. Barnes thanked the committee for their work on these changes. She asked Mr. Lennon if the resolutions will require changes to Ordinances. Mr. Lennon said no changes are required.

MOTION TO APPROVE, REJECT OR TABLE RESOLUTION 01-2025 UPDATING THE CECIL TOWNSHIP MUNICIPAL AUTHORITY RULES AND REGULATIONS

The Board unanimously voted on a motion by Darlene Barni, and seconded by Brad Smith, approving the motion to approve Resolution 01-2025 updating the Cecil Township Municipal Authority Rules and Regulations.

MOTION TO APPROVE, REJECT OR TABLE RESOLUTION 02-2025 UPDATING THE CECIL TOWNSHIP MUNICIPAL AUTHORITY BASIC DESIGN AND CONSTRUCTION PARAMETERS

The Board unanimously voted on a motion by Rosanne Rodgers, and seconded by Eron Barnes, approving the motion to approve Resolution 02-2025 updating the Cecil Township Municipal Authority Basic Design and Construction Parameters.

Update on Mount Pleasant Sewer System. The meeting was an overview of the project and discussion of the outcome desired. They have obtained partial funding to complete the project but have not been able to get the additional amount needed to complete. They think a cooperative effort between the two Authorities could help this project move forward. A Memorandum of Understanding (MOU) was prepared to outline the project possibilities, explore funding possibilities, and a solution for sewer service to that area. A copy of the MOU was included in the Solicitor's Report.

Mr. Smith had a question about tie-in requirements when within 150 feet of the system. In these outreach areas and if further away than 150 feet, is the Authority required to make an extension so that we are within 150 feet so they can make connections or are those land areas exempt from tying in all together and they can stay on whatever they are using now. Mr. Lennon stated the Authority would be required to build the line in such a spot that it accommodates the 150-foot marker. Anybody that is within that 150 feet has to tie-in. If they fall outside the 150 feet, the Authority will probably evaluate the project on a case- by case basis and see what the best sewer option would be at that point. Mr. Smith stated since this is applicable in our community, it would also be applicable to them as well. Mr. Lennon stated a brief discussion took place on whose Rules and Regulations would be followed with this system. The Mount Pleasant Authority does not have current Rules and Regulations, so that would be something we would navigate as we work through discussing the project with them, seeing who would be able to connect into this new system and what that scope would look like. Mr. Smith thanked Mr. Lennon for his explanation.

MOTION TO APPROVE, REJECT OR TABLE SIGNING MEMORANDUM OF UNDERSTANDING (MOU) WITH MOUNT PLEASANT TOWNSHIP MUNICIPAL

The Board unanimously voted on a motion by Brad Smith, and seconded by Rosanne Rodgers, approving the signing of the Memorandum of Understanding (MOU) with the Mount Pleasant Township Municipal Authority.

Safety manual update. The Safety Committee did meet and went over the draft manual end to end. It was a productive meeting with the intent to have a workable draft ready for the Board to review by the June meeting.

BUSINESS MANAGERS REPORT

Financial Reports – February 2025. Ms. Durig stated that the financial reports were included in the board member packet. She asked if there were any questions on the financial reports. There were no questions.

As per Board approval, CD 00-13010664 was renewed at an interest rate of 4.34 % for 1 year.

Working with the Auditor to schedule the 2024 Financial Audit.

AUTHORITY MANAGER REPORT

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

OLD BUSINESS

- The renewal application for the Cherrybrook STP NPDES permit. It was submitted on 12/1/2023. A follow up was made on April 10th, 2025. On April 11th an email was received on the status of the renewal from William Mitchell at PaDEP. He stated that the permit is under review at this time and no additional information is needed. There are seven or eight permits in front of ours until they get to it.
- L&S Wastewater had contacted the Authority about the possibility of acquiring the treatment plant and collection system known as the Monaco Plan. There is no CCTV footage available of the collection system to evaluate the condition. A request for the current billing collection versus delinquency collection was also requested. Without CCTV footage being available to evaluate the condition of the collection system, a final determination is on hold. I recommend they contact Columbia Gas to see if their system would meet the requirements of the legacy cross bore program. No Change
- PENNDOT Maintenance Bond for Georgetown Road for the Lawrence Project. No change.
- The renewal application for the Village of Lawrence Teodori was submitted. CTMA received notice that the application packet was administratively complete and being reviewed.
- The Pickleball facility at 19 Mayview Road. Holding the tap permit. No Change.
- Chapter 94 Wasteload Management Reports are due by March 28th for calendar year 2024. Report was submitted on March 24th, 2025.

NEW BUSINESS

- Meeting with developer to discuss the Steel Town Residential Development off Cumer Road. They are going to provide drawings of the development sewer system for review. They were provided with a draft copy of the Pre-Developer Agreement to review and if acceptable to sign and return with the escrow check to move forward with the preliminary review. Mrs. Barnes asked how many living units are in the development. The Authority Manager stated it is a mix of homes and a few town home units and is approximately 187 but will confirm.
- The equalization tank pump at Cherrybrook STP has failed. This pump is 31 years old and during the inspection of it, there was a lot of damage to the volute and the impeller. Recommend replacing this pump at a cost of \$6,413.33. It is a 4-to-6-week lead time on the pump. We did include \$50,000 in the capital budget this year for miscellaneous pump replacement as needed. This would be a capitalized expense.
- The flow equalization tank aeration blower number one at the Millers Run WWTP had grinding noise and a shaft wobble when running. The motor was pulled and sent out for evaluation of the issue. The repair facility was asked to provide a quote for repair and/or replacement. Once a determination is made on the motor, a final recommendation can be made to the Board. This is a 20-horsepower motor and in the past the Authority bought a 20-horsepower motor for the other facilities for \$1680.00.
- PENNDOT Spring Heavy User Agreement was due on April 1st, 2025. This was submitted and approved by PENNDOT. This is required in the spring and fall as part of the Lawrence Project because the contractors have been delivering equipment, moving equipment, and materials on Georgetown Road.

- Mr. Lennon already covered in the Engineer Report that the Authority did receive an LSA grant For \$200,000 for the Cherrybrook Lift Station Improvement Project. The Authority did budget some extra money in the capital budget this year for this project not knowing how much we would receive. if the grant was awarded. \$150,000.00 was budgeted in case we were only awarded half of the \$300,000.00 requested.

MOTION TO APPROVE, REJECT OR TABLE PURCHASE OF RAW SEWAGE PUMP FOR THE CHERRYBROOK STP AT A COST OF \$6,413.33

The Board unanimously voted on the motion by Darlene Barni, and seconded by Brad Smith, approved the purchase of Raw Sewage Pump for Cherrybrook STP at a cost of \$6,413.33.

REVIEW OF CORRESPONDENCE

There were no comments on the monthly correspondence.

COMMITTEE REPORTS

Committee activity covered under Solicitor Report.

PAYMENT OF EXPENSES/TRANSFER OF FUNDS ETC.

The Board unanimously voted on a motion by Rosanne Rodgers, and seconded by Eron Barnes, 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. There were no comments from the floor this evening.

MOTION TO APPROVE, REJECT OR TABLE THE HIRING OF KENNETH MYERS AS A FULL-TIME WASTEWATER PLANT OPERATOR PENDING RESULTS OF DRUG TEST AND PRE-EMPLOYMENT PHYSICAL.

The Board unanimously voted on the motion by Rosanne Rodgers, and seconded by Eron Barnes, approved the hiring of Kenneth Myers as a full-time Wastewater Plant Operator pending results of drug test and pre-employment physical.

ADJOURNMENT

There being no other business, the Board unanimously voted on a motion to adjourn by Eron Barnes, and seconded by Rosanne Rodgers, the meeting was adjourned at 6:58 PM. The next regular meeting is scheduled for 6:30 P.M. Tuesday, May 20th, 2025.


Secretary