

Cecil Township Municipal Authority
Monthly Meeting
May 20th, 2025

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, May 20th, 2025. Chairperson Eron Barnes called the meeting to order at 6:30 PM with Rosanne Rodgers, Darlene Barni, J. Craig Roach, and Brad Smith in attendance. Also present were Attorneys Romel Nicholas and 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 April 15th, 2025 MINUTES

The Board voted on a motion by Eron Barnes, and seconded by J. Craig Roach, approving the April 15th, 2025 meeting minutes.

ENGINEERS REPORT

Larry Lennon Jr. from LSSE gave the Board an update on the Lawrence Collection System Project. A field review with the contractor took place May 12th, 2025 to address restoration items. He was working on some of those complaint areas on May 16th, 2025 but still has work to complete. There are some outstanding complaints that we are dealing with, so we are keeping on the contractor to get this work completed.

Mr. Lennon gave an update on the Treatment Plant Contract. At the Treatment Plant site, the contractor has demobilized from that site but continues doing site cleanup and working on punch list items as operation staff identify these items. Working with the contractor to get them addressed.

Mr. Lennon gave an update on the Teodori Lift Station. List of work completed this month is included in the Engineer's Report. The big update is start-up of the pump station equipment that is scheduled for the first week of June, which includes the pumps, the grinder, and the generator. Work continues toward completion of that project contract.

Recommend approval of Partial Payment No. 23 for Contract No. 21-STP1 (Re-Bid) in the amount of \$283,956.70.

Recommend approval of PENNVEST Payment Requisition No. 24 in the amount of \$296,522.53.

Mr. Lennon provided an update on Traditions of America regarding Phase 6 and 7. The contractor is working on the sanitary sewer for Phases 6 and 7, but they are also working on storm water work jumping back and forth. Work is slow going right now, no bond reduction request for consideration tonight.

Update on Silver Creek Development. After the adoption last month of some changes to the Rules and Regulations, the developer submitted plans with some modifications. Currently being reviewed and once completed, a letter will be sent out with the findings.

Update on the Steeltown Residential Development They submitted sanitary design plans and planning modules to the Authority for review. The Pre-Developer Agreement is being considered this evening. Once executed, the review can be initiated.

Mount Pleasant Sewer System update. A technical meeting with Mount Pleasant's Engineer, the CTMA Manager, and myself took place on May 15th, 2025. It was to talk about technical items to proceed on the review. The engineer for Mount Pleasant believed they executed the MOU, and he was going to get a copy to us, as we do not have a copy yet. Once we have it, another meeting with the solicitors, the Authority, and Engineers can be scheduled to work on a path forward. We will try to meet with them at least monthly to move through this process quickly.

Update on Clifford Road Low Pressure Sewer Extension request. A cursory review of the plans submitted for the grinder pump project at 66 Clifford Road. Discussion during the committee meeting took place and there were some concerns that needed to be further evaluated. It was tabled after talking to committee for further review until a Pre-Development Agreement and escrow account is established before starting detailed review.

Update on the Fleehler Plan CCTV Contract. The advertisement for the CCTV contract was sent over to the Authority earlier today. Bids to be open before the next meeting so we can have something for consideration to award. It consists of a base bid for the Fleehler and Ridgeview sewer evaluation and an alternate to do the interceptor sewer line. The Authority Manager stated that it was already approved to advertise the project. The ad will run May 27th, 2025 and then again on June 2nd, 2025.

Update on Millers Run Pump Station emergency bypass outfall repair. The general permit application was submitted to PADEP on May 12th, 2025. Those applications typically take 30 to 60 days and once we have that back, we can be ready to bid quickly.

Cherrybrook Lift Station Improvement Project update. Working on an updated scope of work reflecting what the grant award was and what was budgeted for this year toward the project. Need to get updated prices from the vendors. Once that is received it can be reviewed with the Authority Manager. A field survey was scheduled for the second week of June, to start the design.

Grant application update. The PA Small Water and Sewer Grant application was filed for updates to the Teodori Industrial Park Lift Station. The second grant application is the CFA Watershed Restoration Grant. There is resolution on the agenda this evening to request the amount of \$300,000.00 for the driveway culvert improvements at the Cherrybrook STP.

Chairperson Barnes asked Mr. Lennon if there are 4 grants that have been submitted that we are waiting to hear from this fall. Mr. Lennon stated that the Washington County LSA has been awarded. The next 2 items are the Statewide LSA grants for the Cherrybrook Plant Improvements and Phase 2 of the Lawrence project. Those are expected to be awarded in September but will depend on when the state passes the budget. The PA Small Water and Sewer was just filed and should be awarded in the fall as well. Chairperson Barnes asked if there has been any feedback on the November submissions at all before the fall award. Mr. Lennon stated the only questions that we may get are some technical questions, or if a percentage needs to be updated. It is atypical to get much feedback other than questions.

**MOTION TO APPROVE PARTIAL PAYMENT NO. 23 FOR CONTRACT NO. 21-STP1 (RE-BID)
VILLAGE OF LAWRENCE SEWAGE TREATMENT PLANT IN THE AMOUNT OF \$283,956.70.**

The Board unanimously voted on a motion by J. Craig Roach, and seconded by Darlene Barni, approving the motion for Partial Payment No. 23 in the amount of \$283,956.70 for Contract No. 21-STP1.

MOTION TO APPROVE PENNVEST PAYMENT REQUISITION NO. 24 IN THE AMOUNT OF \$296,522.53.

The Board unanimously voted on a motion by Rosanne Rodgers, and seconded by J. Craig Roach, approving the motion for PENNVEST Payment Requisition No. 24 in the amount of \$296,522.53 for Contract No. 2017-06, Contract No. 21-STP1, Engineering and Permit invoices.

MOTION TO APPROVE, REJECT OR TABLE RESOLUTION 04-2025 TO APPLY FOR THE 2025 CFA WATERSHED RESTORATION AND PROTECTION PROGRAM IN THE AMOUNT OF \$300,000.00 FOR THE CHERRYBROOK SEWAGE TREATMENT PLANT FLOODING PROJECT.

The Board unanimously voted on a motion by Rosanne Rodgers, and seconded by Brad Smith, approving Resolution 04-2025 to apply for the 2025 CFA Watershed Restoration and Protection Program in the amount of \$300,000.00 for the Cherrybrook Sewage Treatment Plant Flooding Project.

SOLICITOR REPORT

Solicitor Nicholas stated there are a few items to mention at the open meeting and requests at the end of the agenda for a brief executive session for an update on CHJA litigation and Lawrence property acquisition.

The Rules and Regulations Committee met but there is nothing to present this evening. The committee is working on additional changes and has a plan for presenting the suggested changes once completed. The Safety Committee did not meet, but there are a number of items being discussed. The safety manual was originally presented as a broad one that could be paired down, but after discussion it is leaning to keep a lot of the items in the manual. Spoke with Business Manager regarding liens and revivals. A nice job of tracking the liens for revival is being done. Liens must be revived every 20 years, and they are all on track to be diarized, making sure that they stay current. Solicitor Nicholas asked the Board if they had any questions. There were no questions.

BUSINESS MANAGERS REPORT

Financial Reports – March 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.

Mr. Turnley has started our 2024 audit. It is planned to be completed before our June meeting.

Update on the tap-in permits for the Lawrence Project. We have received approximately 45 tap-in permit applications. 18 permits have been issued and there are 18 more that will be issued this Friday. There are five that are being held due to waiting on drawings or other issues. There is a total of five that have been inspected.

Mr. Smith asked how many connections are anticipated in Lawrence. The Authority Manager stated 270 and Mr. Lennon concurred. Authority Manager stated that that number does not include the customers in Phase 2 of the project.

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. Permit is under review currently and no additional information is needed. No Change.

- 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 Pickleball facility at 19 Mayview Road. Holding the tap permit. No Change.
- The equalization tank pump at Cherrybrook STP has failed. This pump has been ordered. It is a 4-to-6-week lead time on the pump.
- The flow equalization tank aeration blower #1 motor had a grinding noise and shaft wobble when running. The motor leads were damaged and require repair, the DE/ODE bearings are worn and need to be replaced, the SK sheave bushing is cracked and would also require replacement. It was not economically feasible to repair. New motor was \$1800.00 plus freight. New motor was ordered and already installed and in service. Motor can be capitalized.

NEW BUSINESS

- The Steel Town Residential Development reviewed the Pre Development Agreement and are ready to sign and return with the escrow check to move forward with the preliminary review. Recommend approving signing of the agreement.
- The incumbency certificate that is on file with Wilmington Trust needs to be updated. The one that they currently have on file is from June 1st, 2021. The new one is here for everybody to sign and get turned back in so we can be up to date.
- There are some duplex homes in the Lawrence Project that only had one sight tee for connection set during construction. To correct this would require digging up pavement and other additional expenses. A solution was devised to rectify this issue and attached is a red line drawing of the specifications to show the fix. In speaking with the Engineer and solicitor, the Engineer agreed that this was the best solution not to incur any more cost.

Mr. Smith asked if there is a challenge with one of these connections and it causes a backup, for example. You have somebody that caused a backup, and the other one is innocent of a backup, how do we address this issue? There is going to be blame game you did this, I did that so what is the proposal to resolve this issue? Discussion ensued between the Solicitor, Engineer, and Authority Manager. Mr. Smith was satisfied with the explanations given regarding the matter.

MOTION TO APPROVE, REJECT OR TABLE SIGNING OF CERTIFICATE OF INCUMBENCY FOR WILMINGTON TRUST

The Board unanimously voted on the motion by J. Craig Roach, and seconded by Eron Barnes, approved signing the Certificate of Incumbency for Wilmington Trust.

MOTION TO APPROVE, REJECT OR TABLE SIGNING OF STEEL TOWN RESIDENTIAL DEVELOPMENT PRE-DEVELOPER AGREEMENT

The Board unanimously voted on the motion by Rosanne Rodgers, and seconded by Brad Smith, approved Signing the Steel Town Residential Development Pre-Developer Agreement.

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 Darlene Barni, 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. There were no comments from the floor this evening.

Mrs. Barni had an item for comment. Resident Daniel Wingard 132 O'Hara Road reached out to the Board of Supervisors about the possibility to get sewage from his property to Fieldstone Road. The Authority Manager stated that the resident had previously contacted the Authority regarding this request. Authority Manager stated he will research further to get an answer, but some of the things to be considered are how far away the nearest sewer line is located, elevations, length, and cost.

MOTION FOR EXECUTIVE SESSION FOR PERSONNEL MATTERS, LITIGATION, and PROPERTY

The Board unanimously voted on a motion by Eron Barnes, and seconded by Brad Smith, to enter executive session at 7:00 PM.

The board came out of executive session at 7:56 PM.

MOTION TO APPROVE, REJECT OR TABLE THE HIRING OF KIRK MUNGER AS A PART-TIME WASTEWATER PLANT LABORER 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 Kirk Munger as a part-time Wastewater Plant Laborer 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 7:58 PM. The next regular meeting is scheduled for 6:30 P.M. Tuesday, May 20th, 2025.

J. Crayford
Secretary