

Cecil Township Municipal Authority
Monthly Meeting
June 17th, 2025

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, June 17th, 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 May 20th, 2025 MINUTES

The Board voted on a motion by Eron Barnes, and seconded by J. Craig Roach, approving the May 20th, 2025 meeting minutes.

Chairperson Barnes introduced Mark C. Turnley to present the findings of the 2024 Audit. Auditor Mark C. Turnley presented the Financial Audit for calendar year 2024 findings to the Board. An Independent Auditor's Opinion was issued and is also known as an unmodified opinion which means that the information contained in that audit report is presented in conformity with the rules and regulations of the auditing profession. There are no departures from this opinion, so that is a good thing. Last year and this year again because of receiving the PENNVEST funding, a good portion of that PENNVEST funding that is considered federal money, the audit report is broken up into two sections. One section is the numbers in the regular audit and the other section is the compliance section on how those PENNVEST funds being spent are being processed in connection with the project. Key highlights of the audit include comparing the 2024 calendar year to the prior calendar year 2023. The main reason for the increase in operating expenses in 2024 was due to increased treatment costs from the Canonsburg Houston Joint Authority. The rate of \$8.66 per thousand gallons in the prior year increased to \$11.26 per thousand gallons in 2024, which accounted for most of the operating expense increase. An overview of the operating ratio, current ratio, and debt to total asset ratio was presented to the Board. Mr. Turnley informed the Board about the segregation of duties to make sure that there are enough checks and balances in place but with a small staff size it is hard to implement. One of the checks and balances is to make sure the Board is always receiving financial information and asking questions about what the business office is doing. The 2024 audit showed the Authority to be financially sound.

Mr. Turnley stated that these are the key points that he wanted to present to the Board and if anyone has any questions, he would be more than happy to answer questions. There were no questions for Mr. Turnley.

Chairperson Barnes thanked Mr. Turnley for coming and presenting the audit findings.

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. The contractor is supposed to be on site for the next two days to address complaints and complete punch list work. We will be able to report back after we have that field work.

Mr. Lennon gave an update on the Treatment Plant Contract. At the Treatment Plant site, the contractor continues doing site cleanup and working on punch list items as operation staff identify these items.

Mr. Lennon gave an update on the Teodori Lift Station. The contractor is working through starting up miscellaneous equipment and getting closer to starting up the lift station next month. We are working towards project close out in the next 3 to 4 months with the punch list items.

Recommend approval of Partial Payment No. 24 for Contract No. 21-STP1 (Re-Bid) in the amount of \$409,634.17.

Recommend approval of PENNVEST Payment Requisition No. 25 in the amount of \$1,102,859.99. Mr. Lennon explained that this pay request includes the property acquisition purchases providing documentation to PENNVEST of the local share spent. Mr. Smith asked Mr. Lennon to state the requisition payment again for clarification.

Mr. Lennon provided an update on Traditions of America regarding Phase 6 and 7. The contractor is continuing sanitary mainline work. No bond reduction request received. Their engineer did submit a technical question on piping modifications. We will review this request.

Update on Silver Creek Development. We received some communication with them on some of the piping changes in accordance with what the Authority had approved on standard details. A couple of things that they have proposed does not meet those requirements. Mr. Lennon explained it has to do with ductile pipe and PVC pipe transitions in certain areas as well as the type of pipe in fill areas. They should be able to move forward quickly to make those changes to meet our requirements.

Update on the Steeltown Residential Development We are reviewing sanitary design plans and planning modules submitted to the Authority for review. Mr. Smith asked for the status of the Pre-Development escrow account. Authority Manager stated that the \$5,000 required for the pre-planning escrow was received. The Authority received correspondence today wanting a budget estimate of inspection costs for the project. Mr. Lennon stated that they will look at what was submitted and compare it to previous plans because you are trying to estimate how fast their contractor will work or any issues encountered while installing pipe.

Mount Pleasant Sewer System update. A follow-up meeting with Mount Pleasant Sewage Authority on June 10th to discuss technical and non-technical items regarding their completion of the feasibility study. One of the outcomes from that meeting is they are going to send us their design plans for that area so we can see the sewer alignments, the elevations, and compare that to the concept plan to make sure those elevations work. We may decide we want to go out with a GPS and get some survey shots to confirm elevations because it is flat. This makes sure there is enough grade to do this by gravity or if a pump station is necessary.

Update on Clifford Road Low Pressure Sewer Extension request. Waiting on Pre-Development Agreement and escrow account to be established before starting detailed review.

Update on the Flecher Plan CCTV Contract. Earlier today the bid opening for the CCTV program was held. A handout of the bids was provided to the Board this evening. LSSE will be reviewing these bids and have a recommendation next month. Three bids were received. Robinson Pipe Cleaning appears to be the low bidder at \$139,425.00. The two lowest bids had a closer spread, and the third bid was much higher. The Authority Manager stated there is \$225,000 for cleaning and CCTV is in the capital budget. LSSE is going to compare the bids received against other unit prices to make sure these numbers are in line and will make a recommendation at the next meeting. Mr. Smith asked if Mr. Lennon was concerned about the spread in the prices. He also asked if part of the review will be the scope review to see what they have and where they may have missed something. Mr. Lennon stated it is a unit-based contract and Robinson Pipe does a lot of this work. Mr. Smith and Chairperson Barnes expressed concerns about the cost of the interceptor portion of the contract. Mr. Lennon stated it is about the cleaning and how much grit they think will be removed. It is a separate sanitary system. If it is a combined system, the assumption is that there will be a lot of grit and debris to remove, and they may

have made that assumption. Mr. Smith asked if Robinson Pipe has done any work for us in the past that they have prior knowledge since they are more familiar with us. The Authority Manager stated that Robinson has done spot work such as jetting a plugged line or some spot camera work but is unaware of any major televising or cleaning in the past. Mr. Smith said O.K.

Update on Millers Run Pump Station emergency bypass outfall repair. We received some comments from the PADEP during their technical review. These comments were addressed and resubmitted. Waiting for a response. It typically takes 60 to 90 days before the permits are issued.

Cherrybrook Lift Station Improvement Project update. A walkthrough with the Authority Manager was done and a survey is scheduled for this week. The final scope of work is being finalized. Some of the equipment discussed conceptually when the grant application was submitted was based on debris. It was determined it is an unneeded expense, so it is going to be pulled out of scope of work.

Grant application update. The Washington County LSA grant for the Cherrybrook Pump Station has been awarded. The next 2 grants are the Statewide LSA grants that we are expecting the funding agencies to make a decision in the fall. The PA Small Water and Sewer was just filed and the decision to award it will also be this fall.

Update for Rules and Regulations. A draft standard detail package was looked at during the Rules and Regulations committee meeting. There were some recommended changes, and they are being finalized this week. LSSE had some technical issues and was not able to get them done before the meeting. The changes will be for the Standard Details that expanded them to include grinder pump details, low pressure force main details, and various updates to the existing Standard Details. Chairperson Barnes asked if there will be a need for additional ordinance changes. Mr. Lennon said no.

**MOTION TO APPROVE PARTIAL PAYMENT NO. 24 FOR CONTRACT NO. 21-STP1 (RE-BID)
VILLAGE OF LAWRENCE SEWAGE TREATMENT PLANT IN THE AMOUNT OF \$409,634.17.**

The Board unanimously voted on a motion by J. Craig Roach, and seconded by Darlene Barni, approving the motion for Partial Payment No. 24 in the amount of \$409,634.17 for Contract No. 21-STP1 (RE-BID).

**MOTION TO APPROVE PENNVEST PAYMENT REQUISITION NO. 25 IN THE AMOUNT OF
\$1,102,859.99.**

The Board unanimously voted on a motion by J. Craig Roach, and seconded by Darlene Barni, approving the motion for PENNVEST Payment Requisition No. 25 in the amount of \$1,102,859.99 for Contract No. 2017-06, Contract No. 21-STP1, Engineering, Property Acquisition, and Permit invoices.

SOLICITOR REPORT

Solicitor Nicholas recommended deferring the motion on the agenda this evening regarding amending the Standard Details in light of the Engineers' comments. Under the Lawrence Project, a couple of items for comment. We are still working to schedule something with our appraiser Gary Bodner for a site meeting to do his final review. Speaking with the Authority Manager regarding the deadline for connection to the sewer system. The Authority will presumably be put in a position to address those that do not connect, having to enforce the connection to the system. I just wanted to clarify my understanding that in the event that we have residents that cannot or do not connect, the plan is to take those individuals to the magistrate. There is still a little bit more time before we have to address this issue. If we do go to the magistrate, we put the matter in the hands of the magistrate for enforcement. The magistrate can take various actions that include securing an enforcement fine or defer for a period of time giving the property owner additional opportunity to connect. What the Authority had done in the past was to enter into an agreement that would run with the land and then

would then work out an arrangement for getting that work done, then liening the property, and having the lien perfected that the Authority carries. There are not a lot of other options or there is perhaps some creativity that can be arranged through the magistrate on a case-by-case basis. Before we file anything or put the board in a position of filing these claims, we would obviously talk about it and would have time at a meeting to address how many and the circumstances.

One other item for public comment is on the CHJA litigation. It has settled in principle with paperwork to follow. The three Municipalities and two Authorities will now have the right to appoint a non-voting board member to the CHJA board. The mechanics of how this is done is to be determined but the sense would be that there must be a collective decision. North Strabane Township has decided that they are going to delegate the process of appointing to the North Strabane Sewage Authority. I talked with the Cecil Township Manager and explained the situation. He was going to bring that up to the board as to whether or not Cecil Township would want to keep the responsibility of recommending or selecting a board member for the CHJA Board or whether they would delegate it to this Authority.

The Mount Pleasant matter has been covered and that concludes my report.

Chairperson Barnes clarified that motion on the agenda is not to be made this evening. Solicitor Nicholas confirmed that it can be skipped.

BUSINESS MANAGERS REPORT

Financial Reports – April 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.

Update on the tap-in permits for the Lawrence Project. We have received another 35 tap-in permit applications. A total of 80 permit applications have been received. 73 tap-in permits have been issued to date. There are 7 applications that are being held due to waiting on drawings or other issues. A total of 26 have been inspected.

Chairperson Barnes stated that is about 30%.

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. They did call this week to get an update on the status of the CCTV evaluation. There are two owners. One owner understands that he is responsible for getting this done. The other owner is calling wanting to know when the CCTV work will be scheduled. A recommendation to the Board one way or the other is on hold until we see the CCTV footage of the sewer system.
- The equalization tank pump at Cherrybrook STP has failed. This pump has been received, and we have it installed and everything is operational.

NEW BUSINESS

- Working on completing the Notice of Termination for the Teodori Wastewater Treatment Plant to submit to the PADEP. Will coordinate with LLSE to complete.
- We received a draft copy of the NPDES permit from the PADEP for the Village of Lawrence Wastewater Treatment Plant.
- The 2010 Ford F-250 Pick Up that we currently use as a plow truck is past its life and needs to be replaced. I am researching a replacement vehicle. There are funds set aside in the capital budget. A recommendation will be forth coming to the Board.
- 132 O'Hare Road potential connection to sewer system. Mrs. Barni stated at last month's meeting, the resident at this address reached out about connecting to the sewer system. Preliminary research on this showed the Authority has been contacted in the past regarding connection. Looking at the profile, the homeowner's elevation is around 1145, and to get up to Fieldstone Drive the elevation would be 1168. It is all uphill to get up there and he would have to do a grinder pump and end up in a situation like the request on Clifford Road. There is a sewer line that does run down from Fieldstone Drive down towards O'Hare Road to pick up the housing plan, but it goes behind the houses that are across O'Hare Road. If he had a good relationship with a neighbor, he might be able to go across get an easement to connect. It is not that it cannot be done, but what is the cost for the resident to connect. More research is needed to determine what can be done.

There is a contractor that is doing the lateral installations for the residents in Lawrence. We are getting complaints from residents about his sloppy work. The Township has been also receiving complaints. A conversation with the Township Manager took place today regarding this matter. This contractor was not hired to do this work for the Authority but wanted to check to see if it is appropriate for the Authority to put them on notice by letting them know a lot of complaints from residents have been received about their work areas. The Authority has had complaints about this contractor going back to February before we even issued the notice to connect letters. Solicitor Nicholas stated that it has a ripple effect on our citizens and does not see anything wrong with the Manager calling him out and mentioning that there are these complaints. Obviously, the Manager's hands are tied but coming from his position, that may shake him up a little bit or at least let him know that there are Municipal eyes watching now. Mr. Smith asked if any of this work was permitted or requires a permit, which would be a way to mitigate it by withholding the permit. The Manager stated the only permit the Authority issues is the Tap-in permit once the application is approved. Further discussion took place between the solicitor, board members, and manager regarding this matter.

Chairperson Barnes asked the Authority Manager for more information about the motion that is on the agenda tonight. The Authority Manger stated that last month there was a brief discussion about if any feedback is ever received from the agencies regarding grant applications. The Authority applied for two grants, and you must send the approved resolutions with the applications. Back in November of 2024, we did Resolution 2024-03 and Resolution 2024-04 which were respectively the improvements to the Cherrybrook Treatment Plant and the second phase of the Lawrence Project. The DCED reached out and said the wording that was in those resolutions was incorrect and wants the Authority to amend that wording. I inserted the wording they wanted in the resolution and sent him over drafts for approval. I spoke with the Solicitor to see if we needed to make new resolutions, amend the existing resolutions, or amend the wording for the resolutions. The wording to be changed was to remove "category 4 grant in the amount of \$602,550.00" and changed it to a "local share account statewide grant in the amount of \$602,550.00".

Chairperson Barnes asked if there were any questions about that motion. There were no questions.

MOTION TO APPROVE, REJECT OR TABLE THE REQUESTED LANGUAGE CHANGE BY THE COMMONWEALTH FINANCING AUTHORITY PERTAINING TO RESOLUTION 2024-03 AND RESOLUTION 2024-04, AND TO AUTHORIZE MANAGER TO SEND UPDATED RESOLUTIONS TO THE COMMONWEALTH FINANCING AUTHORITY.

The Board unanimously voted on the motion by Rosanne Rodgers, and seconded by Darlene Barni, approved the requested language change by the Commonwealth Financing Authority pertaining to Resolution 2024-03 And Resolution 2024-04, and to authorize the Authority Manager to send updated resolutions to the Commonwealth Financing Authority.

REVIEW OF CORRESPONDENCE

There were no comments on the monthly correspondence.

COMMITTEE REPORTS

Solicitor Gannon reported on the FOG (Fats, Oils, and Grease) program the Board is considering. Is the Board in favor of exploring this program and if it is, a proposal can be put together for the Board to review about what the program might look like and how it incorporates into the Authority's Rules and Regulations. Solicitor Nicholas gave the Board some information on this type of program that is being looked at with some of the other Authorities he represents. A brief overview of the potential pros and cons of implementing this type of program was discussed. Mr. Smith asked Solicitor Nicholas if there is more to this program than just grease traps and Mrs. Rodgers stated it is important that if we explore this, the Authority has something that is fair and what is going to keep our system in good condition and prevent people just throwing grease in and having no way of compensating for that. Discussion ensued between the Solicitor, Authority Manager, and Board Members about how to proceed with this type of program.

PAYMENT OF EXPENSES/TRANSFER OF FUNDS ETC.

The Board unanimously voted on a motion by Darlene Barni, and seconded by Brad Smith, 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 FOR EXECUTIVE SESSION FOR PERSONNEL MATTERS, LITIGATION, and PROPERTY

There was no need for an executive session this evening.

ADJOURNMENT

There being no other business, the Board unanimously voted on a motion to adjourn by Eron Barnes, and seconded by Darlene Barni, the meeting was adjourned at 7:28 PM. The next regular meeting is scheduled for 6:30 P.M. Tuesday, July 15th, 2025.

Asst.


Secretary