Cecil Township Municipal Authority
Monthly Meeting
July 21st, 2026

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, July 21st, 2026. Chairperson Rosanne Rodgers called the meeting to order at 6:30 PM with Eron Barnes and Brad Smith in attendance. Members J. Craig Roach and Brady Benedetti were absent. Also present were Attorney Romel Nicholas of Gaitens, Tucceri, and Nicholas, Alexandria Maloney 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 June 16th, 2026 MINUTES

The Board voted on a motion by Eron Barnes, and seconded by Brad Smith, approving the June 16th, 2026 meeting minutes.

MARK C. TURNLEY 2025 AUDIT PRESENTATION

Chairperson Rodgers introduced Mark C. Turnley CPA to present the findings of the 2025 Audit. A summary of some of the highlights was distributed with the audit. A five-year history of your net position was compiled. He explained that the Authority's financial position improved over the past three years, with increases in net position, unrestricted funds, and net income. The improvements were mainly attributed to a larger customer base, increase in service rates, and increased tap-in fees.

He also reviewed key financial ratios, noting that the operating ratio, current ratio, and debt-to-asset ratio were all favorable. He stated that the Authority has strong liquidity and may want to consider moving some excess cash into investments as major construction projects wind down.

Finally, he noted the standard segregation-of-duties comment due to the Authority's small staff size and reported that the audit received an unmodified/clean opinion, meaning the financial statements were presented properly and in compliance with required standards, which is what your underwriters for your bond and PENNVEST want to see when they request a copy of your audit report on an annual basis. The 2025 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 Rodgers thanked Mr. Turnley for this thorough report and his explanation in terms for everyone without an accounting background to understand. It has been helpful.

ENGINEERS REPORT

Alexandria Maloney from LSSE gave the Board an update on the Village of Lawrence Collection System Construction Contract. A maintenance item letter was issued to Rudzik regarding lawn restoration at 1128 Valleyview Drive.

Update on the Treatment Plant Contract. The contractor completed the remaining punch list items. There are a couple of future maintenance items that have been coordinated with the vendors. Pay Request 28 in the amount of $60,000.00 is on the agenda this evening for consideration.

We are working on the final funding adjustments for the collection system and the treatment plant contracts. The final PENNVEST pay request will be presented at next month's meeting.

Update on Traditions of America Phase 7. A walkthrough with the contractor was done on June 15th, 2026. A letter was issued to the contractor regarding the outstanding items that remain.

Update on Silver Creek Development. A walkthrough with the contractor was done on June 17th, 2026. A letter was issued to the contractor regarding the outstanding items that remain, including submission of record drawing and some remaining restoration items along Creedmore Road.

Bond Reduction 2 for Silvercreek PDR is on the agenda for consideration this evening. They requested to reduce the remaining amount down to zero, but we are holding some back for the restoration along Creedmore Road.

Silver Creek PRD Phase 2 construction commenced the first week of July. They are making progress on that construction.

Update on the Iron Ridge Residential Development. Phase 1A walkthrough with the contractor was done on June 17th, 2026. There are some outstanding testing and as-built drawings that are to be submitted.
As of July 15th, 2026, approximately 3,500 linear feet of sewer line, 26 manholes, and 60 wye connections have been completed.

Mount Pleasant Sewer System update. No change.

Update on Clifford Road Low Pressure Sewer Extension request. Another follow-up response was sent reiterating the need for confirmation that they would be able to use that existing utility easement for the project. Waiting for a response.

Update on the Fleeher and Ridgewood Plan Sewer Evaluation. The outstanding deliverables were received from the contractor. The final pay request has not been received.

Millers Run Lift Station Emergency Bypass Outfall Repair update. The contractor was out completing the remaining punch list items last week. They have requested a final walkthrough. Working to get it scheduled.

Update on the Cherrybrook Lift Station Improvement Project. Permit Amendment from PADEP was issued. A final review of the project to be scheduled.

Update on Monaco Wastewater Treatment Plant. No change.

Update on Tom Brown Sanitary Sewer Extension. No change.

Update on Millers Run Nighttime Flow Isolation Study. We are reviewing the data relative to the last CCTV deliverables. We are looking at some of the flow data at the treatment plant. There is a discrepancy between what we have seen in Fleeher and Ridgewood plans, as it does not appear to align with the heavy peaks being seen at the treatment plant. We may need to do additional flow metering.

Update on Coleman Road Development. No change

Update on Cool Valley Development. We are in the process of reviewing the current capacity of the sanitary sewer lines and Maple Ridge Lift Station. We will also look at what the developer is proposing in terms of flows.

Update on the Mikulski Sewer Extension. This is a small extension of gravity sewer along Cedar Alley. We have issued plan review number one and two. Those are included as attachments G and H in the Engineer's Report. The developers engineer resubmitted plans this afternoon.

Grant update. 2026 Statewide LSA is going to open September 1. We will discuss potential projects or projects for reapplication with the Authority Manager. The Authority Manager gave the board a brief update on the CFA Watershed Restoration and Protection Program Grant application for the Cherrybrook Treatment Plant Stream Improvements.

Mrs. Barnes asked if this was a different project from the Lift Station grant we already received and the Authority Manager stated it is a different grant.

MOTION TO APPROVE, TABLE, OR REJECT PAY REQUEST NO. 28 (FINAL) IN THE AMOUNT OF $60,000.00 SUBMITTED BY MELE & MELE & SONS, INC. FOR WORK COMPLETED ON THE VILLAGE OF LAWRENCE TREATMENT PLANT & LIFT STATION CONSTRUCTION PROJECT (CONTRACT NO. 21-STP1).

The Board voted on a motion by Eron Barnes, and seconded by Brad Smith, approving Pay Request No. 28 (Final) in the amount of $60,000.00 submitted by Mele & Mele & Sons, Inc. for work completed on the Village of Lawrence Treatment Plant & Lift Station Construction Project (Contract No. 21-STP1).

MOTION TO APPROVE, REJECT, OR TABLE BOND REDUCTION REQUEST NO. 2 IN THE AMOUNT OF $87,330.53 FOR THE SILVERCREEK PLANNED RESIDENTIAL DEVELOPMENT – PHASE 1.

The Board voted on a motion by Rosanne Rodgers, and seconded by Eron Barnes, approving Bond Reduction Request No. 2 in the amount of $87,330.53 for the Silvercreek Planned Residential Development – Phase 1.

MOTION TO AUTHORIZE ADVERTISEMENT FOR BIDDING OF CONTRACT NO. 26-S1 - CHERRYBROOK LIFT STATION REHABILITATION PROJECT.

Solicitor Nicholas provided the Board with some provisions that are not recommended to be included in the contract. He stated that there have been instances where a standard contract did not apply. The Authority Manager stated that this is just to advertise the project. Discussion ensued between Solicitor Nicholas, the Board, and Authority Manager.

The Board voted on a motion by Rosanne Rodgers, and seconded by Eron Barnes, approving advertisement for bidding of Contract No. 26-S1 - Cherrybrook Lift Station Rehabilitation Project.

SOLICITORS REPORT

Solicitor Nicholas stated the written report has been circulated to the Board. There are three items for executive session this evening, two for the pending litigation involving CHJA and the Lawrence cases. The third item is for a land acquisition request regarding Mount Pleasant.

BUSINESS MANAGERS REPORT

Financial Reports - May 2026. Ms. Durig stated that the reports were included in the Board Member packets. She asked if there were any questions concerning the reports. There were no questions.

A debt service payment for the Series 2017 bonds in the amount of $240,11543 was made on July 13th, 2026. The payment was due on July 15th, 2026.

CD 00-13018987 is due for renewal. The current interest rate is 4.11%. The new interest rate is staying the same at 4.11% with a yield of 4.25 for one year. The Board agreed to proceed with the renewal.

AUTHORITY MANAGERS REPORT

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

OLD BUSINESS

- Search for a wastewater operator continues. A resume that was received was provided to the Board.

- Cleaning of the Cherrybrook, Commerce Blvd., Georgetown Estates, Klinger Road, and Maple Ridge Pump Stations by Hapchuk are being scheduled. Vacations have delayed the process.

- Still working on Sludge Disposal proposal with Hapchuk and Republic Service. Issue with the Form 43 Report getting uploaded to their system for review.

- Motor for belt filter press drive has been received and is being installed.

- Sludge holding tank blower failed at Cherrybrook WWTP. Best price was $3019.00 as reported last month. Blower has been received, just waiting on new bushing and pulley to reinstall unit.

- Annual service for the stand-by generators was performed on May 19th, 2026. Service reports recommend changing batteries at Southpointe, Maple Ridge, and Millers Run WWTP. Contacted the service manager to get clarification on pricing. He is on vacation and will contact me when he returns to discuss.

NEW BUSINESS

- Pump Man Pittsburgh was out to give training on pump removal at the Lawrence SBR wet well. The manufacturer recommends the oil in the pumps be changed after 1 year of service. This was not mentioned at facility start-up. Will get quote. Recommend having this completed.

- Excelsior Blower sent quote for preventative maintenance service quote for the 5 blowers at Lawrence SBR. The cost is $2,993.00. Recommend having this done to make sure everything is good with blowers and while maintenance bond is in effect.

- #1 pump at Millers Run Pump Station is tripping overload relay on start. Appears that thermal overload sensor in the motor is going bad. Discussed with the pump manufacturer and they recommended some things to check prior to pulling pump out for service. Working on diagnosis and will have recommendations once investigation is completed.

- Issue with uV System at the Lawrence SBR. uV Bank A is sending a uVI signal low alarm. It appears the uVI sensor for Bank A has failed again. Both Bank A and B uVI sensors were replaced last year not long after plant start-up. Working with Trojan to get a replacement sensor and determine why these keep failing.

- Flow Equalization Pump at Cherrybrook STP was tripping overloads. Pump was removed and a small towel was discovered in the pump's volute. Removed obstruction and pump working properly. Recommend looking into some updates to the flow equalization tanks as part of the capital budget next year.

- We are continuing to have issue with the alarm dialer at the Millers Run Pump Station. Phone companies have been out several times to repair phone line, but it only works for a short time. Going to replace the dialer with a Sensaphone unit that operates with cellular service. These units are very reliable and cost effective.

Mrs. Barnes asked the Authority Manager what the estimated cost is going to be for the flow equalization pump for the capital budget. The Authority Manager clarified that it is not a pump, it is a tank. The two pumps in the tank were replaced last year. The pump control panel, aeration system, grating, concrete repair, comminutor, etc., all need attention due to the age of the facility. This plant was built in 1994, so it is the oldest CTMA facility. We did apply for a grant last year for Cherrybrook Treatment Plant upgrades but did not receive anything. Authority Manager will put a cost estimate together and take pictures for the Board. We can put a project together and do it in phases, if necessary, as well as apply for grant funding.

REVIEW OF CORRESPONDENCE.

Business Manager presented correspondence from a customer about his unpaid sewer leans. The customer previously declined a one-time 25% payoff discount and instead entered into a 60-month payment plan of about $427.78 per month, with the balance expected to be paid by August 2027. Since the plan began, interest has been stopped, saving the customer more than $4,400 so far, with total savings expected to reach about $6,400 by the end of the plan. The Board discussed whether forgiving more of the balance would set a precedent and concluded that the existing signed agreement should remain in place. No formal motion was needed; the guidance was to continue following the current payment plan.

Authority Manager presented correspondence from a customer disputing a 10% late fee after her sewer payment was received one day after the due date, even though she mailed it shortly before the deadline. Staff explained that payments must be received by the due date, not postmarked by then, and noted that making exceptions could create administrative burdens and weaken consistent enforcement of the policy. The Board discussed available payment options, prior one-time adjustments, comparisons with other utilities, and the customers' questions about senior discounts and convenience fees. The policy was left unchanged, and the Authority Manager planned to follow up with the customer to explain that the late fee policy remains in effect.

COMMITTEE REPORTS

Chairperson Rodgers stated that there are no committee reports this month.

PAYMENT OF EXPENSES/TRANSFER OF FUNDS ETC.

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

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

The Board unanimously voted on a motion by Eron Barnes, and seconded by Rosanne Rodgers, to enter executive session at 7:21 PM.

The board came out of executive session at 7:55 PM.

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 7:56 PM. The next regular meeting is scheduled for 6:30 P.M. Tuesday, August 18th, 2026.

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Secretary