

Cecil Township Municipal Authority  
Monthly Meeting  
December 20, 2016

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, December 20, 2016 at the Cecil Township Municipal Building in Cecil, PA. Chairman Donald V. Gennuso called the meeting to order at 6:00 PM with Blane Volovich, Timothy Markovich in attendance. Also present were Attorney Romel Nicholas, Gaitens, Tucceri and Nicholas; Walter O'Shinski P.E, and Gregory Gennuso, Administrator. Eric Tissue, KLH Engineers, Stephanie Lucchino, and Richard Barnes were absent

MINUTES OF NOVEMBER 15, 2016

The Board on a unanimous vote on a motion by Blane Volovich and a second by Timothy Markovich approved the minutes of November 15, 2016.

ENGINEER'S REPORT

LAWRENCE PLAN UPDATE

Walter O'Shinski circulated a memo that updated the Board on the status of the project. The following items were contained in the memo:

- A preliminary layout of gravity and force main sewers has been completed and reviewed with Walter. Revisions to alignment are being made based on a review of the sewers with Walter.
- At the current proposed WWTP location, approximately 200 piles at 60 feet deep each would be required. Because the cost of the piles is estimated to exceed \$700,000, we have evaluated and decided to move the treatment plant site to the adjacent area which is 30 feet lower in elevation. This will reduce the cost of the piles roughly in half. The design of the plant does not change dramatically by moving it. We are nearing completion on the mechanical design of the WWTP. Electrical Design is approximately 50% complete. We are providing a drawing to the Board showing the outline of the property needed for the construction of the WWTP. The property boundary shown includes the easement necessary to access the property.
- Preliminary design also continues on the Teodori Pump station and the associated force main. Revisions to the design are being made based on the most recent review with Walter.
- Attached is the most recent cost estimate for the construction phase of the project

inclusive of engineering and easement acquisition. This cost does not include property acquisition costs for the WWTP. We have estimated the number of easements to obtain as follows:

- 105 permanent/temporary
- 133 temporary

The number of easements required is greater than originally thought because of the narrowness of the public easements (20') through the alley ways.

#### OVERLOOK PHASE 4 PAYMENT REQUEST NO 3

Walter O'Shinski updated the Board that Phase 4 of the Overlook at Southpointe is complete and that it is acceptable to release pay estimate three for \$ 23,640.54. The Board by a unanimous vote on a motion by Timothy Markovich and a second by Blane Volovich, authorized the release of pay estimate three.

#### OVERLOOK PHASE 5 SET-ASIDE AGREEMENT APPROVAL

Walter O'Shinski informed the Board that he had reviewed the plans for Phase 5 of the Overlook at Southpointe, and in-lieu of a performance bond a set aside agreement with Dollar Bank was provided. Walter and Romel Nicholas reviewed this agreement and recommend acceptance of the set aside agreement. The Board by a unanimous vote on a motion by Blane Volovich and a second by Timothy Markovich, approved the agreement.

#### H & H WATER CONTROLS OPERATION AND LAB SERVICES PROPOSAL

Walter O'Shinski presented the Board with the proposal for H&H Water Controls for lab services and plant contract maintenance. Walter and Romel had reviewed the contract and found it acceptable. The contract reflects a 3% increase in maintenance costs from the 2016 contract. . The Board by a unanimous vote on a motion by Timothy Markovich and a second by Blane Volovich, approved the proposal.

#### MACK INDUSTRIES REPAIR PROPOSAL

Walter O'Shinski informed the Board that Mack Industries had submitted a proposal for an emergency repair at a cost of \$11,900 to repair the wall and cap section that shifted. The proposal includes the repair cost (labor and material) for the cap connections, wall cracks/spalls, and inspection of underside of cap/wall gunite including minor grouting. The Board by a unanimous vote on a motion by Timothy Markovich and a second by Blane Volovich, approved the proposal.

## RESERVE AT SOUTHPOINTE LETTER OF CREDIT MAINTENANCE RELEASE

Walter O'Shinski informed the Board that the Maintenance Bond time period has expired and that an inspection was completed and everything was satisfactory. Walter recommends releasing the Letter of Credit that was provided in the amount of \$58,387.00. The Board by a unanimous vote on a motion by Blane Volovich and a second by Timothy Markovich approved the release of the Letter of Credit.

### COMMENTS FROM THE FLOOR

The Chairman inquired to any comments from the floor, in which there were none.

### SOLICITOR REPORT

Romel Nicholas updated the Board on the status of the safety manual. He and Walter are working toward completion of the manual.

Romel Nicholas updated the Board on the status of the possible acquisition of the Monaco treatment plant, and after review of the paperwork and discussion with Walter O'Shinski, Eric Tissue and Greg Gennuso, the Monaco plant was deemed too cost prohibitive and Romel recommended that the Authority is not interested in purchasing the Monaco treatment plant.

Romel Nicholas updated the Board on the Falconi matter and advised that he is still waiting for a response from Falconi's council as to the exact amount of property that is going to be sold.

Romel Nicholas updated the Board on the Salvini matter. He has issued correspondence to Salvini's council and he is waiting for a response to the correspondence.

### BUSINESS MANAGER REPORT

#### 2017 MEETING DATES AND TIMES

Greg Gennuso informed the Board that several members were interested in changing the time for the monthly meeting. The chairman requested that the first meeting for 2017 be held on the first Tuesday in January on January 3<sup>rd</sup> at 4pm. The rest of the meetings will be held on the third Tuesday on the month at 5pm, which is an hour earlier than previously held.

## AUTHORIZE TRANSFER FROM COMMUNITY BANK TAP IN TO SWEEP ACCOUNT

Greg Gennuso requested that \$5,655.96 that was received from a tap in lien payment be transfer to the sweep checking account, as the funds were for unpaid sewage and not for a tap-in. The Board by a unanimous vote on a motion by Blane Volovich and a second by Timothy Markovich approved the transfer.

## AUTHORIZE MONEY MARKET ACCOUNT FOR 2016 BONDS

Greg Gennuso advised the Board that a money market account for the 2016 Bonds would be needed to be established and the Board would have a choice as to which account they wanted to deposit this funds into. Greg circulated several prospectus to choose from and that the money market had to be a government money market account and that Slovenian Savings and Loan does not offer these accounts. Greg also informed the board that approximately \$235,000 would be in this account and that we are currently using Wilmington Trust as our money market account currently. The Board by a unanimous vote on a motion by Timothy Markovich and a second by Blane Volovich decided to keep using Wilmington Trust as its money market account for the 2016 bonds.

## PROPERTY ACQUISTION UPDATE

Greg Gennuso updated the Board on the property acquisition, Bruce Bosle, Cecil Township zoning and planning director, had responded to Greg and informed him that a letter from the Board requesting the rezoning of this property would be considered an essential service by the Supervisors and would not pose a problem to our acquisition of the property. Greg Gennuso further informed the Board that the title work on the property would be the hindering factor as multiple deceased owners are on the title. Romel Nicholas is working with Attorney Jesse White's office to determine when clean title would be ready. Greg Gennuso continues to update the current owners on the status of the Authority's offer for the property.

## FINANCIAL REPORT FOR OCTOBER AND NOVEMBER 2016

Greg Gennuso stated that the financial reports for the months of October and November 2016 were previously provided for the Board to review.

## REVIEW OF CORRESPONDENCE

There were no comments on the monthly correspondence.

## EXECUTIVE SESSION

The Board on a motion by Timothy Markovich and a second by Blane Volovich entered an executive session at 6:27pm to discuss property acquisition.

The Board exited executive session at 6:47pm with no motions.

PAYING OF EXPENSES/TRANSFER OF FUNDS ETC.

The Board by a unanimous vote on a motion by Blane Volovich and a second by Timothy Markovich, authorized payment of expenses and transfers as follows:

DMR Review and Approval; Payment of Expenses/Invoices etc.  
Employee Payroll; 941 Tax Deposit; Employee State Tax Payment  
Discharge Monitoring Reports were approved for submission to the PADEP

ADJOURNMENT

There being no other business, the Board by a unanimous vote on a motion by Timothy Markovich and a second by Blane Volovich, the meeting was adjourned at 6:47 P.M. The next regular meeting is scheduled for 4:00 P.M. Tuesday, January 3, 2017.

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Secretary