

Cecil Township Municipal Authority
Monthly Meeting
July 16th, 2024

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, July 16th, 2024. Chairperson Eron Barnes called the meeting to order at 6:30 PM with Rosanne Rodgers, Darlene Barni, and Brad Smith in attendance. J. Craig Roach was present via phone call. Also present were Attorney Christine Seymour 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 June 18th, 2024 MINUTES

The Board voted on a motion by Eron Barnes, and seconded by Darlene Barni, approving the June 18th, 2024 meeting minutes.

ENGINEERS REPORT

Larry Lennon Jr. from LSSE gave the Board an update on the Lawrence collection system project. The contractor is working on the punch list items. A meeting has been scheduled to finalize the paving quantities. Working on landscape restoration but has not started the concrete driveway restoration. Authority Manager has received complaints about the driveways, so we will continue to push contractor to complete.

Recommend approval of Partial Payment No. 13 for Contract No. 2017-06 (Re-Bid) in the amount of \$74,366.76.

Chairperson Barnes asked if any of the punch list items were included in Partial Pay Request #13. Mr. Lennon Jr. said no and that \$254,000 in retainage for these items is still being held.

Larry Lennon Jr. gave an update on the Treatment Plant contract. Work completed in the last month included the SBR UV handrail and stairs. They are working inside the tanks installing the aeration equipment. Some of the electrical components that were projected for September arrived on site, so they are working on electrical items.

West Penn Power update. Continuing coordination with West Penn Power for the electrical service upgrade to the new treatment plant. They need updated easements and exhibits, things that were never discussed four years ago. Chairperson Barnes asked if this would push us out much on the timeline. Mr. Lennon Jr. stated that he does not believe it will push that schedule, but it depends on how fast West Penn Power can get out there and do the work. The preliminary indications are that they were going to be able to do it quickly because they did recognize that this project was discussed four years ago and that this added information was not included, so we are getting priority.

The Treatment Plant contract is now about 67% completed.

Recommend approval of Partial Payment No. 13 for Contract No. 21-STP1 (Re-Bid) in the amount of \$459,241.67.

Recommend approval of PENNVEST Payment Requisition No. 14 in the amount of \$558,910.78.

The only other item is a review of a planning module sewage generation estimate for a pickleball facility on Mayview Road. It was a high number. I did see an email back today and it looks like they lowered their sewage estimates. It looks like there are a bunch of pickleball courts, a little café, and locker rooms so they based it based on occupancy inside the building, which is typical. The revision received today appears to be based on pickleball users. The Authority Manager stated that they did not give a lot of detail on it yet. This is the third engineer on this project, but this is the furthest we have gotten with the group that is managing it now. Mrs. Barni

stated they are not going to do any cooking; all food will be brought into the facility. That is what they said at the Board of Supervisors meeting. It is not a full-blown restaurant that you can go there, it is going to be more like pizza and hoagies. The Authority Manager stated it is important that we know because if they are going to be doing cooking then they must have grease traps so we can do our due diligence and make sure that it is done properly.

MOTION TO APPROVE PARTIAL PAYMENT NO. 13 FOR CONTRACT NO. 2017-06 (RE-BID) CONSTRUCTION OF SANITARY SEWERS AND APPURTENANCES IN THE AMOUNT OF \$ \$74,366.76.

The Board unanimously voted on a motion by Rosanne Rodgers, and seconded by Darlene Barni, approving the motion for Partial Payment No. 13 in the amount of \$74,366.76 for Contract No. 2017-06.

MOTION TO APPROVE PARTIAL PAYMENT NO. 13 FOR CONTRACT NO. 21-STP1 (RE-BID) VILLAGE OF LAWRENCE SEWAGE TREATMENT PLANT IN THE AMOUNT OF \$459,241.67.

The Board unanimously voted on a motion by Rosanne Rodgers, and seconded by Eron Barnes, approving the motion for Partial Payment No. 13 in the amount of \$459,241.67 for Contract No. 21-STP1.

MOTION TO APPROVE PENNVEST PAYMENT REQUISITION NO. 14 IN THE AMOUNT OF \$558,910.78.

The Board unanimously voted on a motion by Darlene Barni, and seconded by Rosanne Rodgers, approving the motion for PENNVEST Payment Requisition No. 14 in the amount of \$558,910.78 for Contract No. 21-STP1, Engineering and Permit invoices.

The last item for discussion this evening is about the list of properties and draft notice for the customers in the portion of Lawrence that can discharge to the old Teodori plant. We do have that list and draft letter to notify those customers they can connect. Now for board discussion, how long do you want to give them to connect? Mr. Smith asked if we have set a limit on connecting in the past. Mr. Lennon Jr. stated the last project the Authority completed would have been Millers Run and it predates him. The Authority Manager stated he will have to research and speak with Walt O'Shinski on what was done on the Millers Run project. Mr. Smith asked if the residents are aware of the tie-in fee and understand the cost of connecting. Mr. Lennon Jr. stated that we had a public meeting, there was good attendance at the Lawrence Civic Center. We did mention the tap fee. The Authority Manager stated once a decision has been made, it would be worthwhile to have another public meeting just to say what is happening. He also stated that inquiries about the USDA grant and the PENNVEST loan for the tap-in were made by a few residents. The residents said they reached out the USDA and they were told that they have no idea what they're talking about that there's no such program, so I want to make sure we research that a little bit more because these were the pamphlets that were distributed at the initial meeting for funding options. Mrs. Rodgers stated it would be good to have another round of meetings before this goes out and then also post on the website to just say that a partial list will be going out on this date and if you have any questions at that time, please call the Authority. Mr. Smith asked if there is any assistance available to anyone that is on really low fixed incomes. Mr. Lennon Jr. stated that was USDA and PENNVEST had two programs for those who qualify for payment of the tap fee, and I believe lateral construction too under both of them.

SOLICITOR'S REPORT

Solicitor Seymour stated that she provided the Board with a written report. She has nothing to report this evening but will entertain questions if needed.

BUSINESS MANAGERS REPORT

Financial Reports – May 2024. Ms. Durig stated that the reports were included in the board member packet. She asked if there were any questions on the reports. There were no questions. Chairperson Barnes stated that the Authority is still doing well to budget, which is very positive.

A copy of the 2023 audit report was included in your packets for your review. Mr. Turnley will be attending our August meeting to go over his findings and to answer any of your questions.

A Debt Service payment July 8th in the amount of \$22,400.59 for the Series of 2017 bonds was due in July 15th. A copy of that transaction was included in your packets.

AUTHORITY MANAGER REPORT

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

OLD BUSINESS

1. The renewal applications for the NPDES permits for the Millers Run, Teodori and Cherrybrook WWTP have been submitted to the PADEP. All three application packages were received and technically complete. All are under technical review currently and estimated completion is by 11/15/2024 for Cherrybrook (151 business days it has been under review), 8/6/2024 for Millers Run (224 business days it has been under review), and 11/18/2024 for Teodori (150 business days it has been under review),
2. Silver Creek Development has addressed all outstanding technical comments. The remaining items are administrative. LSSE and the Authority Manager met with developer on May 8th, 2024 to review sanitary plans. Contractor putting together a request for consideration of the piping to be used on the project. Chairperson Barnes ask if this was the project that the contractor requested to use alternate pipe material. Authority Manager said yes and gave a brief explanation.
3. The maintenance bond issue with Traditions of America Phase 5 has been resolved. The Authority received the bond on 6/28/2024.
4. Gerber Collision is looking at modifying the property at 55 Mayview Road. They submitted plans for review. LSSE reviewed revised drawing and comment letter. A comment letter was issued on April 23rd, 2024 and forwarded to developer. Waiting on response.
5. L&S Wastewater had contacted the Authority about the possibility of acquiring the treatment plant and collection system known as the Monaco Plan. A letter was sent asking for additional information to determine is this is feasible for the Authority. Co-owner Jack Lang called to discuss the letter that was sent. He is in the process of gathering the information requested. Once received, I will review and give a presentation to the Board. He did say that their NPDES permit renewal has been approved and is currently in the advertising stage of the process.

6. The flow metering equipment included in the capital budget for replace and update has been ordered. It has arrived and now working to schedule installation.
7. Annual maintenance for stand-by generators for all locations has been completed. They are providing a quote to replace the batteries for the generators, Automatic Transfer Switches, and coolant hoses for the units. The hoses have not been replaced and the batteries are getting old but checked out in normal range These items are not part of the maintenance contract. Below are the estimates to complete the additional maintenance items at each facility:

- Maple Ridge Pump Station - \$367.46
- Millers Run Pump Station - \$367.46
- Southpointe Pump Station - \$918.44
- Millers Run WWTP - \$367.46

Total cost for everything is \$2020.82

8. #2 pump at Millers Run Pump Station was removed and sent out for repair. No change.
9. #2 pump at the Cherrybrook Pump Station was having issues. Repair has been completed and scheduled to be delivered this week.
10. The property at 19 Mayview Road is being subdivided into 2 parcels. The one parcel is being proposed to be used to build a pickleball facility. The engineer for the project has provided a draft of the Component 3 Project Narrative to be included in the Sewage Facilities Planning Module (SFPM) to estimate the volume of sewage that will be generated daily by the facility. They also submitted the following drawings for review, C.4 (Site-Grading Plan), C.5 (Utility Plan) and C.12 (Site Drive Profile and Sanitary Piping Profile and Details) to show the proposed plans and profile for the service lateral, and the architectural plans for the first and second floors. This was forwarded onto LSSE for review and comment. A response letter is being prepared.
11. Maple Ridge Pump Station was having various pump control issues causing multiple alarm calls. Ram Industrial who provided the control system was out to diagnose. The problem was that that pump controller went into adaptive learning mode and would not reset. They installed a spare unit and took the controller back to the shop to evaluate. Pumps are working normally. Also found that the call out times were set to the factory default settings not allowing the fault condition to correct itself before calling out. These setting were adjusted to prevent unnecessary alarm calls.
12. The Authority's Healthcare Policy will be up for renewal next month. A quote was received from MEIT to compare premiums with our current broker. MEIT will allow us to offer both UPMC and Highmark to our employees and the cost for the same coverage currently provided is 12% less that what we currently pay. Recommendation using MEIT as our broker for healthcare.
13. Update about Road Name consideration request for the Klinger Road Pump Station. A brief discussion ensued between the board, solicitor, and Authority Manager took place.

NEW BUSINESS

1. 2014 Ford F-150 had a transmission line fail. It had to be towed to Valley Tire for repairs. Both lines are to be replaced as this is a common issue with these vehicles.
2. Tim Endler from PENNDOT contacted me regarding the Maintenance Bond that the Authority currently has on Georgetown Road for the Lawrence Project. They are requiring us to make base repairs to various places on Georgetown Road that was damaged. They are going to be marking the locations this week and will be contacting us once completed. According to Mr. Endler, video is taken by PENNDOT as soon as the Maintenance Bond is issued. Once the damaged areas are received, I will review with LSSE and provide an update to the Board.
3. David A. Coldren with KLH contacted me again regarding the Mount Pleasant Township Municipal Authority project to provide public sewer for (approximately 100 homes) in the Southview/Antil area of Mt. Pleasant Township. A meeting tentative meeting has been scheduled for August 1st, 2024 to discuss.
4. A problem with the lateral was discovered at 2035 Sir Patrick Drive. There was an approximate 60% blockage in the pipe between the wye and the sight tee which is the responsibility of the Authority. The lateral was televised, and the damaged area needed to be repaired. The repair was made by Stewart Contracting.
5. A problem with the equalization pump control panel occurred at the Cherrybrook WWTP. It has been resolved, but this control panel is now 30 years old and needs to be upgraded. The #1 equalization pump may need to be repaired, and is being diagnosed at this time. These pumps are also 30 years old. When responding to the alarm at this facility, the outdoor lighting is insufficient, this needs to be addressed as it is a safety issue if having to work there at night. The interior lighting could also use and upgrade.
6. The roof ventilation fans were not working at the Millers Run WWTP and Pump Station. These are necessary to keep air moving in the blower room area as well as other areas of the building. The 2 main fans had broken drive pulleys and belts, the other fans just need belts replaced. All defective pulleys and belts were replaced and everything is now operating correctly. The fans on the grit and UV building also need serviced, but there is limited access to them because of how they are attached to the building. A JLG lift would be needed to service the units. It was also discovered that during the servicing of these units, two of the exhaust fans are controlled by monitoring sensors. The fan in the belt filter press area monitors for Hydrogen Sulfide (H₂S) and the fan in the garage area monitors for Carbon Monoxide (CO). Both sensors have failed and need to be replaced. Working on pricing for next month.
7. Millers Run WWTP tank and building lighting is not working. Investigating to see if the bulbs are burnt out, fixture failure, photosensors or combination of these is the issue. Will provide a report and recommendation at the August meeting.
8. LSSE will be sending an intern out to retrieve our sanitary sewer map drawings to

start the processing of digitizing them to build a GIS System of our collection system.

- 9.) The server for the Cecil Township Municipal Authority computer system is going to be 7 years old. It is recommended that they be replaced every 5-7 years. While we are moving, I had our IT provider a quote to upgrade if it was cost effective. The cost would be \$3407.12. The attached quote reflects taxes, but the Authority is tax exempt.

MOTION TO AUTHORIZE CHANGE TO BENEGRATION AS HEALTH INSURANCE POLICY PROVIDER FOR THE CECIL TOWNSHIP MUNICIPAL AUTHORITY

The Board unanimously voted on a motion by Rosanne Rodgers, and seconded by Darlene Barni, authorized the change to Benegration as health insurance policy provider for the Cecil Township Municipal Authority

REVIEW OF CORRESPONDENCE

Ms. Durig stated we received a note of thanks from Mr. Gennuso thanking the Board for the recognition of his service to the Authority at June meeting.

PAYMENT OF EXPENSES/TRANSFER OF FUNDS ETC.

The Board unanimously voted on a motion by Darlene Barni, 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.

COMMENTS FROM THE FLOOR

There were no comments from the floor.

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 7:12 PM. The next regular meeting is scheduled for 6:30 P.M. Tuesday, August 20th, 2024.

Secretary

