

**Cecil Township Municipal Authority**  
**Monthly Meeting**  
**September 17<sup>th</sup>, 2024**

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, September 17<sup>th</sup>, 2024. Chairperson Eron Barnes called the meeting to order at 6:30 PM with Rosanne Rodgers, J. Craig Roach, Darlene Barni, and Brad Smith in attendance. Also present were Attorney Romel Nicholas 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 August 20<sup>th</sup>, 2024 MINUTES**

The Board voted on a motion by Eron Barnes, and seconded by J. Craig Roach, approving the August 20<sup>th</sup>, 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. Contractor working on the concrete driveway restoration. The Authority has been receiving complaints about yard/grass restoration, so we are going to stay on them. Project close out will take place once contractor completes all punch list items.

Recommend approval of Partial Payment No. 14 for Contract No. 2017-06 (Re-Bid) in the amount of \$471,217.14.

Larry Lennon Jr. gave an update on the Treatment Plant contract. A building that was not proposed to be connected to the new sewer system has requested sewer service for that building. It is located next to the plant site, so we will extend a lateral off one of the plant sewers to connect the building. The change order is \$9182.43. We will submit the paperwork to the contractor and have it ready for motion at next month's meeting.

There is a list of miscellaneous change order item costs, credits, and additions in the amount of \$6,890.78. A table was provided in the Engineer's Report. The change order will be forwarded to the contractor, and we will have it ready for motion at next month's meeting.

Recommend approval of Partial Payment No. 15 for Contract No. 21-STP1 (Re-Bid) in the amount of \$360,304.89.

Recommend approval of PENNVEST Payment Requisition No.16 in the amount of \$877,240.68.

Updates on developments. The pickle ball facility at 19 Mayview Road. Working on the Sewage Facility Planning Module with the Authority Manager. Silver Creek. We have a resubmission that has some piping modification changes in the sewer profile, some in fill section, and some reductions in depth. Going through all the revisions.

The engineer for the Mount Pleasant Municipal Authority was notified that CTMA is going to proceed with investigating the feasibility of extending out sewer service to the South View area.

Chairperson Barnes asked Mr. Lennon for an expected time frame for those items mentioned. Mr. Lennon said Silver Creek will be completed this week and the pickle ball facility will take a couple of weeks. Mount Pleasant should be done before the next meeting.

Mrs. Barni asked if this project was a go, Mr. Lennon stated it is not a go, we just are looking to see if it makes sense for CTMA. Mrs. Barni stated that when this was discussed years before, the cost was extremely high. Mr. Lennon stated this is an altogether different situation now and they do have grant funding that they received for the project if it is feasible.

Further discussion ensued between Chairperson Barnes, Mrs. Barni, Mr. Lennon, and the Authority Manager.

Larry Lennon Jr. gave an update on grants. The Statewide LSA Board were scheduled to meet this week. The Board is going a special meeting and did not make any Grant Awards yet. The awards will be made before the election, so we should be hearing in October. We need to know the status of the applications filed last year because the 2024 LSA Statewide grant is open with a November 30th deadline.

The annual report for 2023 is completed. A draft was given to the Authority Manager for review.

**MOTION TO APPROVE, REJECT OR TABLE PARTIAL PAYMENT NO. 14 FOR CONTRACT NO. 2017-06 (RE-BID) CONSTRUCTION OF SANITARY SEWERS AND APPURTENANCES IN THE AMOUNT OF \$471,217.14.**

The Board unanimously voted on a motion by J. Craig Roach, and seconded by Darlene Barni approving Partial Payment No. 14 in the amount of \$471,217.14 for Contract No. 2017-06 (Re-Bid) Construction of Sanitary Sewers and Appurtenances

**MOTION TO APPROVE PARTIAL PAYMENT NO. 15 FOR CONTRACT NO. 21-STP1 (RE-BID) VILLAGE OF LAWRENCE SEWAGE TREATMENT PLANT IN THE AMOUNT OF \$360,304.89.**

The Board unanimously voted on a motion by Darlene Barni, and seconded by Eron Barnes, approving the motion for Partial Payment No. 15 in the amount of \$360,304.89 for Contract No. 21-STP1.

**MOTION TO APPROVE PENNVEST PAYMENT REQUISITION NO. 16 IN THE AMOUNT OF \$887,240.68.**

The Board unanimously voted on a motion by J. Craig Roach, and seconded by Rosanne Rodgers, approving the motion for PENNVEST Payment Requisition No. 16 in the amount of \$887,240.68 for Contract No. 21-STP1, Engineering and Permit invoices.

**SOLICITOR'S REPORT**

Solicitor Nicholas stated the written report has been circulated to the Board. There are two items for comment, both for executive session, both items pertain to the pending CHJA litigation.

**BUSINESS MANAGERS REPORT**

Financial Reports – July 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.

**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. We have received the draft NPDES permit for the Millers Run Wastewater Treatment Plant. We posted what was required for public comment down at the treatment plant for the 30-day period. Waiting to receive final draft. Cherrybrook and Teodori are currently under technical review.
2. Silver Creek Development has addressed all outstanding technical comments. Contractor putting together a request for consideration of the piping to be used on the project. Plan was received and provided to LSSE for consideration.
3. 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 23<sup>rd</sup>, 2024 and forwarded to developer. No Change.
4. L&S Wastewater had contacted the Authority about the possibility of acquiring the treatment plant and collection system known as the Monaco Plan. Currently being reviewed.
5. #2 pump at Millers Run Pump Station was removed and sent out for repair. In the process of being repaired. Having problems getting parts.
6. 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 were damaged. Supposed to have something to me this week.

## NEW BUSINESS

1. It is time to start preparing the 2025 budget for the Authority. A budget committee needs to be put together to start the process.
2. 2025 is the final year of the multi-year rate increase that was adopted by the Authority. While preparing the 2025 budget, we can look at the budget beyond next year to evaluate the position of the Authority and future rates.
3. Met with residents at 41 Second Street regarding a complaint about the sewer project. Took the information and forwarded on to LSSE. We will do some additional investigation regarding the complaint.
4. We received a \$300,000.00 LSA Local Share Grant from Grant from Washington County. I submitted the last few items needed for reimbursement for the Lawrence Sewer Project
5. There is a sanitary sewer easement encroachment agreement for 1182 Valley view on the agenda this evening. This goes back to 2003. CTMA had a list of multiple properties that built decks which ended up encroaching into the sewer easements. Researching the records, I was able to find some of these properties did get an agreement executed and some of the properties did not have agreements executed. This is a property that has transferred twice. This was the opportunity to get this resolved. The current owner signed the encroachment agreement, and the future property owner signed a letter acknowledging the encroachment agreement exists.

Chairperson Barnes commented on the Budget Committee, she asked if anyone else would like to be part of the committee and Mr. Smith volunteered to be on the committee. Chairperson Barnes asked for an update on the Safety Committee. Authority Manager stated that nothing has been done due to the Lawrence Project and office move. Discussion regarding the Safety Committee ensued between Mr. Roach, Solicitor Nicholas, and the Authority Manager. Solicitor Nicholas discussed the status of reviewing the Authority Rules and Regulations.

Mrs. Barni asked for an update about road name consideration request for the Klinger Road Pump Station. The Authority Manager stated he did research and found the file after the meeting last month. If the Township would decide to open the road, it reverts to the Township. The Township would approve this request. Chairperson Barnes stated this is something the Township would have to approve because of 911, but the Authority would be supportive of a name change.

**MOTION TO APPROVE, REJECT OR TABLE SIGNING EASEMENT ENCROCHMENT AGREEMENT FOR DECK AT 1182 VALLEYVIEW DRIVE**

The Board unanimously voted on a motion by Rosanne Rodgers, and seconded by J. Craig Roach, authorizing signing of Easement Encroachment Agreement for deck at 1182 Valleyview Drive.

**MOTION TO AUTHORIZE APPROVE CREDIT FOR 1501 ROUTE 980 WATER LEAK FOR \$672.35**

The Board unanimously voted on a motion by Rosanne Rodgers, and seconded by Eron Barnes, authorized the credit for 1501 Route 980 water leak for \$672.35.

**REVIEW OF CORRESPONDENCE**

There were no comments on the monthly correspondence.

**PAYMENT OF EXPENSES/TRANSFER OF FUNDS ETC.**

The Board unanimously voted on a motion by Eron Barnes, 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.

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

The Board unanimously voted on a motion by Eron Barnes, and seconded by J. Craig Roach, to enter executive session at 7:05 PM.

The board came out of executive session at 7:51 PM.

**MOTION TO APPROVE, REJECT OR TABLE THE HIRING OF KYLEE OLIASTRO AS A PART-TIME CUSTOMER SERVICE REPRESENTATIVE PENDING RESULTS OF DRUG TEST AND PRE-EMPLOYMENT PHYSICAL**

The Board unanimously voted on a motion by Darlene Barni, and seconded by J. Craig Roach, authorizing the hiring of Kylee Oliastro as a part-time customer service representative 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 J. Craig Roach, the meeting was adjourned at 7:52 PM. The next regular meeting is scheduled for 6:30 P.M. Tuesday, October 15<sup>th</sup>, 2024.

  
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Secretary

