

**Cecil Township Municipal Authority**  
**Monthly Meeting**  
**October 15<sup>th</sup>, 2024**

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, October 15<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 September 17<sup>th</sup>, 2024 MINUTES**

The Board voted on a motion by Eron Barnes, and seconded by Rosanne Rodgers, approving the September 17<sup>th</sup>, 2024 meeting minutes.

**ENGINEERS REPORT**

Larry Lennon Jr. from LSSE gave the Board an update on the Lawrence Collection System Project. Still pursuing the contractor on all the restoration complaints. They did show up last week to complete restoration, but a lot of it was not satisfactory. We will be following up with them again and will be holding the final change order until we get the punch list items addressed. No action items recommended tonight for that contract.

Larry Lennon Jr. gave an update on the Treatment Plant contract. The work completed this month includes SBR equipment, transducer floats, wet well pumps, concrete sidewalks, emergency generator, electrical work, and pulling wire. West Penn Power got much of their work completed and they are ready for the Transformer once the electricians set the Transformer Pad.

Larry Lennon Jr. gave a schedule update on the Treatment Plant contract. The contractor previously intimated about delays on equipment deliveries and then also with West Penn Power electric service on Georgetown Road.

The contractor submitted a 246-calendar day extension that was part of Change Order six that aligns with the dates that we talked about several months ago with plant start up end of November/early December and the abandonment of the Teodori plant extending into next year for converting it into a new pump station.

Recommend approval of Partial Payment No. 17 for Contract No. 21-STP1 (Re-Bid) in the amount of \$1,359,669.47.

Recommend approval of PENNVEST Payment Requisition No.17 in the amount of \$1,384,377.99.

Updates on developments. The pickle ball facility at 19 Mayview Road. There a couple of revisions on the Sewage Facility Planning Module prior to issuing the final draft.

Silver Creek Development. We have a resubmission that has some piping modification changes in the sewer profile, some in fill section, and some reductions in depth along with a request for substitution pipe material, manhole types, and manhole profile revisions. The revisions requested are not in accordance with CTMA standard specifications. For a substitution request like that I think you would be talking about looking at going back to your rules and regulations and standard details. Chairperson Barnes asked Mr. Lennon if the contractor has asked for an appeal for these changes and Mr. Lennon said he has not heard anything.



Mount Pleasant Sewer System update. Still working on whether it is feasible to do by gravity. Will try to have more information for the November meeting.

Larry Lennon Jr. gave an update on grants. The Statewide LSA Board did not make any Grant Awards yet for the 2023 applications. The 2024 LSA Statewide grant is open with a November 30th deadline. Will work with Authority Manager to submit a project. Washington County LSA is a new grant that is due at the end of this month. The resolution is on the agenda this evening to submit for Cherrybrook lift station. The awards for this grant are in the \$200,000 to \$300,000 dollar range

The annual report for 2023 is completed.

Chairperson Barnes ask if there were any questions for Mr. Lennon. No questions.

**CONTRACT NO. 21-STP1 (RE-BID) VILLAGE OF LAWRENCE SEWAGE TREATMENT PLANT MOTION TO APPROVE, REJECT OR TABLE CHANGE ORDER NO. 4 FOR AN INCREASE IN CONTRACT AMOUNT OF \$9,182.43. CHANGE ORDER IS FOR EXTENSION OF A SEWER SERVICE LATERAL TO PROVIDE SEWER SERVICE FOR AN INDUSTRIAL PARK BUILDING LOCATED ADJACENT TO CTMA PROPERTY.**

The Board unanimously voted on a motion by Rosanne Rodgers, and seconded by J. Craig Roach approving Change Order No. 4 for an increase in contract amount of \$9,182.43.

**CONTRACT NO. 21-STP1 (RE-BID) VILLAGE OF LAWRENCE SEWAGE TREATMENT PLANT MOTION TO APPROVE, REJECT OR TABLE CHANGE ORDER NO. 5 FOR AN INCREASE IN CONTRACT AMOUNT OF \$6,890.78. CHANGE ORDER IS TO ADJUST CONTRACT AMOUNT FOR MULTIPLE ITEMS (COST CREDITS AND ADDITIONAL SCOPE) REQUIRED UNDER THE SUBJECT CONTRACT.**

The Board unanimously voted on a motion by Darlene Barni, and seconded by J. Craig Roach approving Change Order No. 5 for an increase in contract amount of \$6,890.78.

**CONTRACT NO. 21-STP1 (RE-BID) VILLAGE OF LAWRENCE SEWAGE TREATMENT PLANT MOTION TO APPROVE, REJECT OR TABLE CHANGE ORDER NO. 6 FOR AN INCREASE IN CONTRACT AMOUNT OF \$20,789.81 AND A TIME EXTENSION OF 246 CALANDER DAYS. COST MODIFICATIONS ARE FOR ELECTRICAL MODIFICATIONS WHICH INCLUDE WEST PENN POWER SERVICE MODIFICATIONS, CONTROL BUILDING ELECTRICAL CREDITS AND SITE LIGHTING MODIFICATIONS. TIME EXTENSION IS FOR EQUIPMENT LEAD TIME DELAYS AND DELAY IN ELECTRICAL SERVICE EXTENSION.**

The Board unanimously voted on a motion by Darlene Barni, and seconded by Rosanne Rodgers approving Change Order No. 6 for an increase in contract amount of \$20,789.81 and 246 calendar day time extension.

**CONTRACT NO. 21-STP1 (RE-BID) VILLAGE OF LAWRENCE SEWAGE TREATMENT PLANT MOTION TO APPROVE, REJECT OR TABLE CHANGE ORDER NO. 7 FOR AN INCREASE IN CONTRACT AMOUNT OF \$32,537.51 AND A TIME EXTENSION OF 5 CALANDER DAYS. THIS IS**



**FOR ADDITIONAL WORK FOR THE REPLACEMENT OF THE EXISTING ROOFING AND EXTERIOR DOORS ON THE TEODORI CONTROL BUILDING.**

The Board unanimously voted on a motion by J. Craig Roach, and seconded by Darlene Barni approving Change Order No. 7 for an increase in contract amount of \$32,537.51 and 5 calendar day time extension.

**MOTION TO APPROVE, REJECT OR TABLE PARTIAL PAYMENT NO. 17 FOR CONTRACT NO. 21-STP1 (RE-BID) VILLAGE OF LAWRENCE SEWAGE TREATMENT PLANT IN THE AMOUNT OF \$1,359,669.47.**

The Board unanimously voted on a motion by Rosanne Rodgers, and seconded by J. Craig Roach approving the motion for Partial Payment No. 15 in the amount of \$1,359,669.47 for Contract No. 21-STP1.

**MOTION TO APPROVE PENNVEST PAYMENT REQUISITION NO. 17 IN THE AMOUNT OF \$1,384,377.99.**

The Board unanimously voted on a motion by Eron Barnes, and seconded by J. Craig Roach, approving the motion for PENNVEST Payment Requisition No. 17 in the amount of \$1,384,377.99 for Contract No. 21-STP1, Engineering and Permit invoices.

**WASHINGTON COUNTY LOCAL SHARE ACCOUNT (LSA) GRANT RESOLUTION MOTION TO APPROVE, REJECT OR TABLE RESOLUTION TO APPLY TO THE FY2025 WASHINGTON COUNTY LOCAL SHARE ACCOUNT (LSA) PROGRAM FOR A GRANT IN THE AMOUNT OF \$300,000.00 FOR THE CHERRYBROOK LIFT STATION IMPROVEMNTS PROJECT.**

The Board unanimously voted on a motion by Rosanne Rodgers, and seconded by Darlene Barni, approving the Resolution to apply to the FY2025 Washington County Local Share Account (LSA) Program for a grant in the amount of \$300,000.00 for Cherrybrook Lift Station Improvement Project.

Chairperson Barnes commented about the Town Hall in Lawrence on September 19<sup>th</sup>, 2024. We had a great turn out and thanked everyone for showing up. She thanked Mr. Sadowski for helping to set up the Civic building. There were a lot of questions and comments that came out of the meeting, mainly regarding basement water and the storm water plan. An email was sent to the Cecil Township Board of Supervisors regarding the storm water plan and I received a response from Chairman Casciola. He stated their engineer had reviewed it, but it was not in the budget for this year. They would meet with our engineers and Authority Manager. Further discussion ensued between Chairperson, Engineer, and Authority Manager regarding the storm water, basement drains, and septic tank abandonment and the existing wildcat sewer system.

**SOLICITOR'S REPORT**

Solicitor Nicholas stated the written report has been circulated to the Board. There are two items for comment this evening. One item is the mediation for the CHJA litigation. It is presently scheduled for November 19th and our Chairperson and Authority Manager will attend. Former Federal District Judge Benson was appointed as the mediator. An email will be circulated to all our clients to have a discussion pre mediation on our approach to the mediation. Solicitor Nicholas asked if there are any questions. No questions. At the last meeting there was discussion about reviewing the CTMA Rules and Regulations as well as any developer issues.



## **BUSINESS MANAGERS REPORT**

Financial Reports – August 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. No Change.
2. Silver Creek Development. Mr. Lennon discussed this in the Engineers Report.
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. Was able to find parts in storage at the Authority.
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. No Change.
7. Millers Run WWTP tank and building lighting is not working. Replacement bulbs and photosensors were ordered for the tank lighting and are being installed. The building lighting fixtures are sodium vapor bulbs which draw a large amount of power. Working with vendors to get pricing on LED fixtures. There are 17 fixtures that need to be replaced .

## **NEW BUSINESS**

1. The Pickleball facility at 19 Mayview Road provided estimates of the volume of sewage that will be generated daily by the facility for the Sewage Facilities Planning Module (SFPM) Section J – System Capacity Certification. LSSE is working on this to complete the sewage planning module. On September 24<sup>th</sup>, 2024, it was discovered that the contractor was working at the site and did work they were not authorized to complete as the building permit has not been issued. I contacted the developer's engineer to discuss the status of the project and go through the necessary steps that are required by the Authority for connection to existing sewer system.



2. On October 1<sup>st</sup>, 2024, I received a call from a resident at 1 Orchard Street, Muse Pa. that she was having a sewer issue and the plumber told her it might be our issue. Greg Melone went out and checked on the issue and determined that it was not an Authority issue. The resident called to tell me that Greg went above and beyond to explain things and offer recommendations to resolve the problem. I wanted to acknowledge him for his efforts.
3. Property owner at 5 School Street in Lawrence dropped off a bill at the Authority offices for restoration work at his property. The Authority had acquired a 20-foot dedicated permanent sanitary sewer easement with the previous owner of the property for the project. I spoke with the owner and explained that nothing is to be planted on the easement. I also explained that he needed to contact the Authority if the contractor did not repair the damage from construction prior to him having someone else out to do repairs. He informed me that he will pursue this matter with the magistrate if restitution is not made. I informed him I would present his invoice to the Board at the next Authority meeting. (invoice attached)
4. We received a check for \$300,000.00 from the Redevelopment Authority of Washington County (LSA) for the Lawrence Project. This was a grant that was awarded to the Authority.
5. We received notice that the NPDES permit for the Village of Lawrence Teodori STP expires on August 25<sup>th</sup>, 2025. The renewal application needs to be submitted by no later than March 4<sup>th</sup>, 2025. I will get this submitted. This is for the new plant that has not gone on-line yet.
6. We received invoices from our lady that oversees our website for the past 5 years. She apologized for not providing these sooner. I can confirm that work performed on the invoices for 2022 and 2023 but am going to discuss the 2019 to 2021 invoice with the business manager prior to issuing payment. The total of the invoices is \$1485.00. There will also be a rate increase from \$30.00/hr. to \$50.00/hr. The rate has been \$30.00/hr. since 2016. Invoices were provided in the board packets.
7. The backflow preventers are coming due for annual service. I will get this scheduled once I receive the remaining paperwork.
8. We had a bearing fail on one of the rollers for the belt filter press. The replacement bearing has been ordered along with a few spares to have in inventory
9. I have started preliminary work on the 2025 budget. Once a draft is completed, I will forward it to the budget committee for review /comment.
10. Some items for consideration concerning connection to the new sewer system in Lawrence
  - Payment plan for tap-in fee
  - Payment plan for lateral installation cost
  - What if resident wants to connect but does not have tap-in fee

The Authority Manager stated that during the Millers Run Project, the Authority did do some sort of payment plan but that is something that would have to be discussed. Solicitor Nicholas stated there are some nuances to that situation regarding tie-ins, the forgiveness payment plans, etc. The Rules and Regulations Committee can produce recommendations for the board on how we can do it for everyone's benefit. During Millers Run Project there was concern that there were people that could not afford to tap in, people that did not want to tap in, and people that wanted to tap in but would have a delay before they could tap in. It reached a point where we had to go to the magistrate to deal with some of these issues. Being a little more proactive in that regard would be helpful by having a plan together and have options to discuss. Chairperson Barnes agreed.



Mr. Smith stated two other issues were heard during the Townhall meeting. One was the schedule. Residents asked if we could wait and delay to make required tap in in the spring instead of doing it earlier like through the winter. The other one was that we are going to face challenges where some of the residents just do not have the ability to make decisions on their own and how do we manage where we have people living in homes that are having challenges, and they do not have anybody taking care of them. They do not really have the knowledge to understand what is going on so what would happen with them. Solicitor Nicholas that when you do that, or you make those exceptions, you want to be consistent and memorialize that in some way with an agreement.

Chairperson Barnes asked if further discussion about the landscape bill. Mrs. Rodgers asked if those trees planted were the trees in the easement. The Authority Manager stated the tree and fence on the easement was removed to do the work. The owner was informed that the tree cannot be put back on the easement. Solicitor Nicholas stated no action is satisfactory. The right of way pre-existed this gentleman purchasing this property. Authority Manager stated before the owner installed the topsoil and mulch to repair damage from construction, CTMA should have been contacted to add it to the punch list so the contractor can make the necessary repairs. The owner took it upon himself to go ahead and repair this and not let the contractor even have a chance to make good. Further discussion ensued between Board members, Solicitor, and Authority Manager.

### **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.

### **COMMENTS FROM THE FLOOR**

Karen Cross, 14 3<sup>rd</sup> Street, Lawrence. 70 homes that are going to tap in first, do we have a date the letters going out? Mr. Lennon stated we do not have a date. Physically the connections are all there, but the question for the board is about issuing the letter. During the public meeting we talked about potentially extending it to Spring for everybody. Ms. Cross stated she already had her plumber out and has a plan and is trying to update him on this schedule. We know it is 60 days from the notice of the letter to get tapped in, so we are wondering when those letters are going to go out. Mr. Smith asked if they need the letter to start connecting now if they want to be proactive. Authority Manager stated that the potential issue comes in with the ordinance, once it is available you only have 60 days to connect. It does not give a lot of time flexibility because you may be ready to go but other ones are not ready. Once the notice to proceed is issued, you want to keep it uniform. Further discussion ensued between the Board, Solicitor, Engineer, and Authority Manager. Chairperson Barnes suggested tabling this until the next meeting to make sure that we get all our information together and have some kind of resolution for next month's meeting.

Ms. Cross also asked about the floor drains. Authority Manager stated floor drains can be tied in for gray water or sewage but sump pumps like a perimeter drain, french drain internal, or internal french drain, it would have to be removed to not enter the sewer system. Further discussion ensued between Ms. Cross, Mr. Smith, and the

Authority Manager. Ms. Cross stated there was talk at one of the other meetings that a supervisor had indicated that the potential existed for us to be able to continue to run through our old septic system that water from sump pumps. Now you are telling us we must collapse the septic tanks. Authority Manager stated looking at the ordinance, section 203 Abandonment of Obsolete Systems, it does say that once connection is made that they must be abandoned. The best thing for right now is take a look at that ordinance and then we could come back with something to advise the board.

**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 7:28 PM. The next regular meeting is scheduled for 6:30 P.M. Tuesday, November 19<sup>th</sup>, 2024.

  
Secretary

