

Cecil Township Municipal Authority
Monthly Meeting
March 18th, 2025

The Cecil Township Municipal Authority held its regular monthly meeting on Tuesday, March 18th, 2025. 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 Patrick Gannon 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 February 18th, 2025 MINUTES

The Board voted on a motion by Eron Barnes, and seconded by J. Craig Roach, approving the February 18th, 2025 meeting minutes.

MOTION TO AUTHORIZE LETTER TO M&T TRUST COMPANY IN REGARD TO CAPITAL IMPROVEMENTS AND REDEMPTION FUND TRANSFERS.

Chairperson Barnes asked for an explanation of the intent of the letter. The Authority Manager explained that when the bond payment is made, any remaining funds can be transferred to the capital improvement fund. A letter still needs to be sent even if there are no funds transferred.

The Board unanimously voted on a motion by Rosanne Rodgers, and seconded by Darlene Barni, approving the motion for the letter to M&T Trust Company regarding capital improvements and redemption fund transfers.

ENGINEERS REPORT

Larry Lennon Jr. from LSSE gave the Board an update on the Lawrence collection system project. Updated punchlist was issued to contractor based on complaints received. Final change order prepared for adjustment of final quantities, to be issued once majority of punchlist are completed. The remaining CCTV video was received and being reviewed.

Mr. Lennon gave an update on the Treatment Plant contract. Work completed this month includes the following: Water in SBR tank No. 1 and UV tank froze during lower temperatures, contractor defrosted system and inspected piping inside tank making several repairs to air piping in SBR tank. Conduits damaged by fencing subcontractor were repaired by electrical subcontractor. Verizon internet service installed for communications between Lawrence Plant and Miller Run Plant. Waterline installed by PA American Water. SBR is on-line and accepting full flow as conveyed from Teodori site. Contractor is working through some mechanical/electrical items that were identified after plant startup (UV alarms, SBR mixing air, etc.). Demolition work is underway at Teodori site. Decommissioning of electrical/mechanical equipment and removal of excess sludge ongoing. Temporary bypass pump onsite and all flow is being pumped through the new collection system to the Lawrence Wastewater Treatment Plant.

Recommend approval of Partial Payment No. 21 for Contract No. 21-STP1 (Re-Bid) in the amount of \$301,582.84.

Recommend approval of PENNVEST Payment Requisition No. 22 in the amount of \$328,869.95.

LSSE provided an update on Traditions of America regarding Phase 6 and 7. Completed quantity/unit pricing review for Phases 6 and 7 and subsequent resubmittal from Developer. Bonding amounts set as noted in letter dated March 14, 2025. Pre-Construction Meeting held on March 14, 2025. Developer has begun mobilization on March 14, construction to begin on these Phases this week.

Update on Silver Creek development. Developer submission received. Material substitution request being reviewed with committee.

Mount Pleasant Sewer System update. Follow-up meeting with Mount Pleasant Authority to be scheduled. Chairperson Barnes directed Mr. Lennon to get this scheduled as it has been the report for a few months.

Update on Clifford Road Low Pressure Sewer Extension request. At the February meeting, a resident proposed a grinder pump system to pump to a manhole with a force main that would remain private for the time being but could be shared with other residents in the future. At that time, it would have to be dedicated to the Authority. A formal plan was submitted and is feasible. A sewer availability letter has been prepared advising that it is acceptable and then laying out the next steps for them.

Update Fleehar Plan CCTV Contract. A key map has been prepared to review with the Authority Manager. At the April meeting, we can discuss bidding out the CCTV contract. The existing drawings were digitized into GIS for the Fleehar Plan and Ridgewood.

Update on Millers Run Pump Station emergency bypass outfall repair. Design and permit applications being prepared.

Grant application update. The PA Small Water and Sewer grant which is due April 30th, 2025, has a 15% match. A potential project being discussed is updating the Teodori Industrial Park Lift Station. It is a similar scope of work to the application submitted to Washington County LSA for the Cherrybrook Lift Station. The Teodori Industrial Park Lift Station is all original and needs updated. A resolution would need to be adopted at the next meeting regarding the application.

Chairperson Barnes asked if there are any projects that would qualify for the CFA Watershed Restoration Grant. The Authority Manager stated that Cherrybrook STP has a little bridge that crosses the stream and there is a double set of pipes that go underneath the road. When the stormwater comes from Morganza Road, it will occasionally overflow the stream bank and go into the plant building. Mr. Lennon stated that this would be erosion protection and potentially a good project for what they would want to fund.

Chairperson Barnes asked for clarification on the Silver Creek Plan. She stated the Board was waiting for the Rules and Regulations Committee to have a recommendation for next month's meeting. Authority Manager stated it will be ready for next month. The committee can review the revisions and have them on the agenda for the April meeting.

Mr. Smith had questions about ownership of the grinder pump and the forced main. Mr. Smith stated that when presented last month, the owner would own the system as long as he was the only one using it but if others tap into the line, it will become the property of CTMA. Mr. Smith asked if that was in the letter and if that is the way CTMA was proceeding with it if others tie into the forced main. Mr. Lennon stated that it would be dedicated to the Authority at that time, and it is included in the letter. Mr. Smith asked the Board if that is what the Authority would want. Mr. Lennon stated that it would have to be formalized as part of a Developers Agreement. The letter does not commit the Authority. Chairperson Barnes asked if CTMA owns any isolated systems anywhere in the Township. The Authority Manager stated there are not, but originally the project was for the property owner to address his failing on-lot system. It has changed now to possibly include the additional homes on the street if they want to connect to the forced main. First, a Developers Agreement is needed as stated in the letter. In addition, it would need to meet all Authority specifications prior to any

approval and construction. Mr. Lennon stated that they would have to submit their detailed survey and LSSE would need to get good elevations and lengths to confirm their proposed plan. Mr. Smith stated the Authority is not against the project but does need to understand it since there is not a precedent for this currently.

**MOTION TO APPROVE PARTIAL PAYMENT NO. 21 FOR CONTRACT NO. 21-STP1 (RE-BID)
VILLAGE OF LAWRENCE SEWAGE TREATMENT PLANT IN THE AMOUNT OF \$301,582.84.**

The Board unanimously voted on a motion by Rosanne Rodgers, and seconded by Darlene Barni, approving the motion for Partial Payment No. 21 in the amount of \$301,582.84 for Contract No. 21-STP1.

**MOTION TO APPROVE PENNVEST PAYMENT REQUISITION NO. 22 IN THE AMOUNT OF
\$328,869.95.**

The Board unanimously voted on a motion by Darlene Barni, and seconded by Eron Barnes, approving the motion for PENNVEST Payment Requisition No. 22 in the amount of \$328,869.95 for Contract No. 2017-06, Contract No. 21-STP1, Engineering and Permit invoices.

SOLICITOR REPORT

Solicitor Gannon stated the written report was provided to the Board. The Rules and Regulations Committee did not meet due to scheduling alignments but will be meeting soon to continue progress on updating the Rules and Regulations. The Township did pass our ordinance proposal at the March meeting so our Rules and Regulations changes regarding the Lawrence Project have been adopted by the Township via ordinance.

Safety manual update. The Safety Committee did not meet due to scheduling alignments but will be meeting soon to continue progress on updating the Safety Manual.

CHJA mediation update. Dates for another mediation session are being circulated.

BUSINESS MANAGERS REPORT

Financial Reports – January 2025. 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.

A maturity notice for CD 00-13010664 was received. The new rates will be available on April 9th. Once received, these will be emailed to the board to see how to proceed.

Starting April 1st, we will start shutting off customers for non-payment of sewage bills. We sent out a total of 229 shut off notification letters at the beginning of March and out of those letters, a total of 84 premises were posted.

Ms. Durig reminded the Board that the Statement of Financial Interests for 2024 need completed and returned by May 1st.

AUTHORITY MANAGER REPORT

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

OLD BUSINESS

- The renewal application for the NPDES permit. Waiting for the draft permit for Cherrybrook WWTP to be issued. No Change.
- L&S Wastewater had contacted the Authority about the possibility of acquiring the treatment plant and collection system known as the Monaco Plan. There is no CCTV footage available of the collection system to evaluate the condition. A request for the current billing collection versus delinquency collection was also requested. Without CCTV footage being available to evaluate the condition of the collection system, a final determination is on hold. No Change
- PENNDOT Maintenance Bond for Georgetown Road for the Lawrence Project. No change. The only correspondence from PENNDOT is that the spring Heavy User Agreement needs to be renewed.
- The renewal application for the Village of Lawrence Teodori is being prepared. Needed to be submitted by March 4th, 2025. Application was submitted on March 3rd, and CTMA received notice that it was administratively complete.
- The Pickleball facility at 19 Mayview Road. Holding the tap permit. Contacted their Engineer to address some questions. He has not returned my call.
- Chapter 94 Wasteload Management Reports are due by March 28th for calendar year 2024. They are in the process of being completed. There is a motion on the agenda this evening authorizing them to be signed.
- Last month it was reported that at the Millers Run Pump Station there was an issue with the VFD and #1 pump. The pump and VFD were repaired/replaced. The cap and power cable for the pump was starting to go bad. That item is a \$13,000 part. We were able to secure one from another Authority that was scrapping a pump at no cost to us, so we saved that expense. Everything is back up and running.

NEW BUSINESS

- Update on issues with the control panel at the Miller Run Pump Station during high flows. That has been resolved. It was determined that the backup transducer had failed, which was causing the issue. A new transducer and a spare were ordered. Cost of 1684.00 for two transducers and the watertight connections. We now have a spare as a backup if needed.
- There is a meeting tomorrow with the developer for the Steel Town Residential Development off Cumer Road to discuss the Sewage Facilities Planning Module and some other things. Will update the Board on the outcome of the meeting.
- Meeting Columbia Gas about their legacy cross bore program. This program is where they are going to televise sanitary lines, storm lines, and laterals in areas where they have pre 2008 plastic pipe located. This will be no cost to the Authority. They will provide a list of the areas to be inspected, and CTMA would provide them the maps of the lines. The contractor doing the CCTV work will provide CTMA with a list of any problems that are found on a weekly or bi-weekly basis. If any repairs are needed, we can either have our contractor do them or they will do them. All documentation will be given to us at the end of the project. The CCTV work they are doing is not NASSCO certified, so it is not a full-blown inspection where they clean everything and call out all the defects, but it's a good way to get our lines televised to get a good starting point. We can review the CCTV footage and design a plan to address any issues.

- Update on the EPA grant from Senator Casey's office. The grant process has been completed. Need to log into the RD3 website tomorrow to do the final signatures then we can start drawing the million dollars down towards the Lawrence Project.

MOTION TO AUTHORIZE SIGNING 2024 ANNUAL WASTELOAD MANAGEMENT REPORTS FOR SUBMISSION TO PADEP

The Board unanimously voted on the motion by Rosanne Rodgers, and seconded by J. Craig Roach, approved signing the 2024 Annual Wasteload Management Reports for submission to PADEP.

MOTION TO APPROVE, REJECT OR TABLE PAYMENT FOR REPAIRS TO WYE CONNECTION AND MAIN LINE AT 38 MEADOWCREAST DRIVE NOT TO EXCEED \$6,320.00

The Board unanimously voted on the motion by Rosanne Rodgers, and seconded by Eron Barnes, approved the repairs to wye connection and main line at 38 Meadowcrest Drive not to exceed \$6,320.00.

REVIEW OF CORRESPONDENCE

There were no comments on the monthly correspondence.

COMMITTEE REPORTS

Committee activity covered under Solicitor Report.

PAYMENT OF EXPENSES/TRANSFER OF FUNDS ETC.

The Board unanimously voted on a motion by Darlene Barni, 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


Debbie Dibucci 450 Georgetown Road, Lawrence Pa. Inquiring about when residents might be expecting to receive the letters for connecting to the sewer system. The Authority Manager stated that plant start up is being worked on currently and that the residents may expect to receive the letters sometime in April. The final draft of the letter is being completed along with the tap in specifications. Ms. Dibucci asked if the specifications might change. The Authority Manager stated no. The Authority is drafting an FAQ sheet so residents will know what is required for connection to the system, including gray water, the septic tanks, the inspector, how to apply for the tap in permit, storm water, sump pumps, etc. Ms. DiBucci stated what is being posted online in the neighborhood is what we are going off of for the plumber. The Authority Manager stated that there too many rumors floating around currently. Ms. DiBucci asked if what is currently posted on the Authority website is correct. The Authority Manager stated yes.

Mrs. Barni stated she had something to present to the Board. There was a public notice in the Observer Reporter on March 9th, 2025. Peters Creek Sanitary Authority is making available for short term loan portable meters to be used for measuring water usage for filling pools that does not go through the system. Does CTMA have

anything like that. Authority Manager stated CTMA customers have permanent deduct meters at their homes throughout the system for this purpose. We do not have anything portable that we loan out. The deduct meters are for watering lawns or filling pools. Chairperson Barnes stated CTMA already has a process for having and obtaining a deduct meter. Mrs. Barni stated in the paper there is a \$15 non-refundable calendar year fee and a required deposit of \$50. The Authority Manager stated that the meter probably goes at the end of a hose bid. It is an option, but there is the expense of buying the meters, how many meters do you buy, and what is the return on your investment would be. Authority Manager stated he will investigate and report the findings.

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 6:58 PM. The next regular meeting is scheduled for 6:30 P.M. Tuesday, April 15th, 2025.


Assistant Secretary