

Mount Joy Borough Authority  
Pre-Authority  
April 19, 2016  
Minutes

The Mount Joy Borough Authority held its Pre-Authority meeting on this date in Council Chambers of the Borough Offices Building. Present were Chairman Rebman, Mr. Derr, Mr. Golicher, Mr. Hamm and Mr. Metzler. Also present were Joe Ardini, Angie Fenicle, John Leaman, Jimmy Dennis from ARRO Consulting and Mike Davis from Barley Snyder. Chairman Rebman called the meeting to order at 4:00 P.M.

**Public Input Period.**

There was no one present from the public.

**Consulting Engineer Report.**

Mr. Jimmy Dennis provided updates on the following projects and developments:

Pump Station 2 – The paving has now been completed; however, final restoration still needs completed along with a few minor punch list items.

Well 3 & New Water Treatment Plant – ARRO is continuing to move ahead with plant design. The permit packet for PA DEP is scheduled to be delivered to staff by the end of the month for review prior to submitting to PA DEP.

Air Scour System at Carmany Road – Staff has been sampling and recording turbidity data and filter run times in an attempt to optimize operations. ARRO managed to secure the unit through the end of April. ARRO has also been talking to a filter performance expert who will be on site on April 21<sup>st</sup> to compare the filter media between the filter with and the filter without air scour. The equipment is demonstrating positive results with hope of good recommendations in the future.

Donsco Property / Well Site – ARRO is working with Authority staff on the test well drilling on the Mann Property. The well drilling is planned to start on April 26<sup>th</sup>.

Miscellaneous Projects - ARRO has finalized the Authority's annual Chapter 94 report and was sent to and received by PA DEP on March 25<sup>th</sup>.

The Meadows – ARRO has completed all the construction observations on the installation of the water and sanitary sewer improvements. There is one manhole that needs vacuum testing before facilities are ready to be placed in service.

Farmview Properties – ARRO attended the pre-construction meeting on April 12<sup>th</sup>. Shop drawings need to be submitted for review and approval. The development would like to start construction mid May 2016.

**Authority Manager Report.**

Mr. Leaman stated that all the required documentation was sent to the Commonwealth of Pennsylvania for the outstanding 1979 Sewer Bonds. The final step in the process will be receiving confirmation from the state acknowledging receipt of the documents.

Mr. Leaman stated that he attended the Regional Municipal meeting sponsored by the Lancaster County Planning Commission. The Commission held a series of four meetings to gather suggestions and discuss the update for the County Comprehensive Plan and to also look at the anticipated growth for Lancaster County.

Mr. Leaman stated that an employee meeting was held on April 6<sup>th</sup> to make the employees aware of the contribution changes to healthcare. There will be a Borough / Authority employee meeting on April 27<sup>th</sup> to review and answer any questions on the revised employee handbook.

Mr. Leaman stated that he is anticipating having the agreement from Evoqua for the Membrane Filter Pre-Selection for the Authority to sign in May. Mr. Movahed will be incorporating the addenda items and present the agreement for signatures.

Mr. Leaman stated that he will be attending the Borough Administration & Finance Committee meeting on April 27<sup>th</sup> and the Borough Council meeting on May 2<sup>nd</sup> to present and discuss the funding and guarantee of debt for the new water treatment plant project. Mr. Leaman stated that Mr. Frederick, Mr. Flaherty and Mr. Warfel will be present at the May 2<sup>nd</sup> meeting and will present by using a visual PowerPoint presentation.

Mr. Leaman stated that ARRO will be scheduling a meeting with Mr. Bruce Sherman and Watek to discuss Mr. Sherman's role in integrating the communication between the new water plant and the current water plant along with the water tanks.

Mr. Leaman informed the Board that the tentative schedule for Myers Brothers to drill the test well is set for the week of April 25<sup>th</sup>. It was stated that the property was staked out today and the proper insurance certificates were provided by Myers Brothers. Mr. Leaman stated that Myers Brothers will drill 12 hours a day and noted that East Donegal Township was contacted regarding the noise ordinance and there are no concerns. Mr. Leaman stated that if the Authority is successful with this drill test, the Authority can request up to 800 gallons per minute. Mr. Derr asked if the Authority made the contact in regards to the PPL right-of-way. Mr. Leaman stated that the contact will happen if the Authority is successful with the test.

Mr. Leaman informed the Board that he received an invite to the Annual Union Community Bank Economic Breakfast on May 19<sup>th</sup> at the Lancaster County Club and Economic Development of Lancaster County Luncheon on June 2<sup>nd</sup> at Spooky Nook Complex. Mr. Leaman asked the Board Members to reply by the end of the week if they wish to attend.

### **Assistant Authority Manager Report**

Mr. Ardini informed the Board that supervisors have started their annual employee evaluations and should have them completed by next week.

Mr. Ardini informed the Board that staff continues to replace the meters for the commercial users and stated this project is moving along well. There are approximately 130 meters left to finish the commercial list.

Mr. Ardini informed the Board that Authority and Borough staff are removing spoils from the compost facility. The spoils were from projects that were completed during this past year. The spoils are being used at the Interstate Fleet project for fill.

Mr. Ardini provided an update on Pump Station 2: The paving is completed and East Donegal Township Engineer was present during the installation and report no issues. M2 Construction is currently working on grading and site restoration. Mr. Ardini anticipates them to be completed within two weeks.

Mr. Ardini stated that he met with the water plant staff last week regarding the plant tour and what questions they may have. A list of questions were generated and distributed to ARRO for a response.

Mr. Ardini stated that the Authority received a quote from Roland Paving for pavement restoration on Park Avenue and High Street. The cost for Park Avenue would be \$9,530.00 and \$4,970.70 for High Street. The Authority will be invoiced for macadam and the Authority will utilize our trucks for hauling. Mr. Derr asked when the start date will be and how long will it take for them to complete the project. Mr. Ardini responded approximately one week and no start date has been set. A **MOTION** was made by Mr. Metzler and a second by Mr. Hamm to approve Roland Paving's quote to restore Park Avenue and High Street in a combined amount of \$14,500.70; motion carried.

### **Business Manager Report.**

Mrs. Fenicle stated she met with Mr. Dave Schell today to discuss how to resolve the posting concerns with the web site. Mrs. Fenicle stated that Mr. Schell made some changes to the site and hasn't had problems with updating the pages; however there are a few minor issues that will still need to be addressed.

Mr. Rebman asked if there is an update on the delinquent accounts that was reported at the last meeting. Mrs. Fenicle stated that an update will be provided at the next meeting as the customers have till the end of the month to contact the Authority to set up arrangements.

Mr. Golicher asked if the Board will receive a year end revenue / expenditure budget report. Mrs. Fenicle responded by saying yes, after all the payments are recorded.

### **Minutes of the Previous Meeting.**

A **MOTION** was made by Mr. Golicher and a second by Mr. Derr to approve the March 15, 2016 meeting minutes; motion carried.

### **Unfinished Business.**

There was no unfinished business to discuss.

### **New Business.**

A **MOTION** was made by Mr. Hamm and a second by Mr. Derr to approve the Water System 2016-2017 fiscal year budget; motion carried.

A **MOTION** was made by Mr. Hamm and a second by Mr. Derr to approve the Wastewater System 2016-2017 fiscal year budget; motion carried.

Mr. Leaman and the Authority Board had a discussion on the Project Administrator / Inspector position: Mr. Leaman stated the staff would like to recommend Mr. Scott Kapcsos for the position. Mr. Leaman stated that Mr. Kapcsos is appreciative to receive a company phone for this position. Mr. Golicher asked if the other employees are aware of the change and are willing to accept more responsibilities. Mr. Leaman responded by saying Mr. Ardini will be having an employee meeting with those individuals. A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to authorize the promotion of Mr. Scott Kapcsos to the new Project Administrator / Inspector position effective May 1, 2016, with a rate of \$26.22 per hour; motion carried.

### **Any Other Matter Proper to Come before the Authority.**

Mr. Derr asked for an update on Melhorn Trucking in regards to the DEP violation. Mr. Leaman responded that staff and Mr. Davis continue to work on putting the information together to submit to them.

### **Authorization to Pay Bills.**

A **MOTION** was made by Mr. Derr and a second by Mr. Hamm to approve the attached Requisition No. 23 as follows: \$42,629.40 from the Water Operating Fund and \$51,357.20 from the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to approve the attached Requisition No. WBRI 16-7 in the amount of \$23,241.60 from the Water Bond Redemption Improvement Fund; motion carried.

A **MOTION** was made by Mr. Golicher and a second by Mr. Hamm to approve the attached Requisition No. SBRI 16-5 in the amount of \$1,334.96 from the Sewer Bond Redemption Improvement Fund; motion carried.

### **Adjournment.**

There being no further business, a **MOTION** was made by Mr. Derr and seconded by Mr. Golicher to adjourn. Motion carried and the meeting adjourned at 5:30 PM.

Respectfully submitted,

Robert R. Golicher  
Secretary