



**Mount Joy Borough Authority Meeting
Agenda
4:00 PM, April 4, 2017**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call - Mr. Rebman, Mr. Derr, Mr. Golicher, Mr. Hamm and Mr. Metzler.
4. Public Input Period – Hearing of any citizen within the service area.
5. Reports
 - A. Authority Manager
 - B. Assistant Authority Manager
 - C. Business Manager
6. Approval of the Minutes – Approval of the minutes from March 7, 2017.
7. Unfinished Business:
 - A.
8. New Business:
 - A. Consider approval of Right-Of-Way Agreement between Mount Joy Borough Authority, Strong Holdings, LLC and Farmview Condominium Association, Inc. to gain access to the water and sewer utilities.
 - B. Consider approval to reduce letter of credit #641 for Strong Holdings, LLC. For Farmview Subdivision in the amount of \$122,797.80 retaining a balance of \$21,670.20 which will serve as the 18 months maintenance guarantee as recommended by ARRO Consulting's letter dated for March 24, 2017.
 - C. Discussion of the proposed 2017-2018 Budget.
 - D.
9. Any other matter proper to come before the Authority
 - A.
10. Authorization to pay bills
 - A. Consider approval of Requisition No. 23 for the Water Operating Fund in the amount of \$83,878.80 and Sewer Operating Fund in the amount of \$54,387.79.
 - B. Consider approval of Requisition No. WBRI 17-06 from the Water Bond Redemption and Improvement Fund in the amount of \$34,050.48.
 - C. Consider approval of Requisition No. SBRI 17-04 from the Sewer Bond Redemption and Improvement Fund in the amount of \$28,358.60.
 - D. Consider approval of Requisition No. 4 from the 2016 Construction Fund in the amount of \$1,355.00.

11. Meetings and dates of importance

- A. Tuesday, April 18, 2017
- B. Tuesday, May 2, 2017
- C. Tuesday, May 16, 2017
- D. Tuesday, June 27, 2017

Pre-Authority Meeting – 4PM
Regular Monthly Meeting – 4PM
Pre-Authority Meeting – 4 PM
Administration Committee Meeting – 5 PM

12. Adjournment

If you are a person that requires accommodations to participate, please contact Borough staff to discuss how we may best accommodate your needs. 2

Mount Joy Borough Authority
Regular Monthly Meeting
March 7, 2017
Minutes

The Mount Joy Borough Authority held its regular 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 Angie Fenicle, John Leaman, Joe Ardini and Mike Davis from Barley Snyder. Chairman Rebman called the meeting to order at 4:00 PM.

Public Input Period

John Deering from 33 Frank Street, Mount Joy, was present with nothing to report.

Authority Manager Report

Mr. Leaman provided an update on the monitoring plan for Charles Spring: Mr. Leaman stated that ARRO has made a revision to the monitoring plan and resubmitted it to SRBC. Mr. Leaman expects this to be the last revision necessary and is hoping to hear within the next few weeks if the plan is acceptable for the equipment to be installed.

Mr. Leaman provided an update on Well 3 docket modification: Mr. Leaman stated that he requested the commission to table action on the Authority's application modification to provide additional time for ARRO to review the proposed well 3 withdrawal. Mr. Leaman stated action will take place at the June meeting.

Mr. Leaman provided an update on Well 4: Mr. Leaman stated that Kohl Brothers is scheduled to perform the step test on March 9th. Analytical Lab Services will be on site in the afternoon to retrieve water samples from the test.

Mr. Leaman stated that the Authority received a letter from Fire Department Mount Joy with two requests when the new water main is installed on New Haven Street. Mr. Leaman stated the request is for an 8" line to the fire station to supply fire sprinkler protection. Mr. Leaman stated the new water main will be upgraded to an 8" water main and currently there is a 4" line going to the fire station. The second request is to install a fire hydrant on the same side of the street as the fire station. Mr. Leaman stated that staff scheduled a meeting for this Friday to review their request.

Mr. Leaman informed the Board that he followed up with Industrial Appraisal Company to inquire if the Authority could skip a year for the revaluations and proceeds in years 2018 and 2019 of which the representative stated that was acceptable. Mr. Leaman stated that staff reached out to the insurance company and they feel that is reasonable as well.

Mr. Leaman gave an update on the South Jacob Street Water Plant (New Water Plant):

- ARRO received an email from East Donegal Township's engineer noting that the submitted Stormwater Easement and Drive Declaration needed additional clarification prior to being approved. ARRO will be making the revisions and submit them back to David Miller Associates.

Mr. Leaman provided an update on Rapho Industrial Park: Mr. Leaman stated that he contacted Rapho Township to see if they agreed to approve the five year water and sewer extension agreement for Rapho Triangle East Development (RTE). The response he received from the Township Manager was the Township agreed to pass a mandatory connection requirement for the Industrial Park and approved the five year water and sewer extension agreement that RTE is requesting. Mr. Leaman asked the Authority Board if they want to move forward and amend the agreement with RTE by a five year extension. The Authority Board agreed to move forward with the amendment.

Mr. Leaman informed the Board that he will be attending a follow up meeting tomorrow at Lancaster County Planning Commission for further discussion regarding blueprints, the Water Resources Element of Lancaster County Comprehensive Plan.

Mr. Leaman informed the Board that the Authority was contacted by Flyway Excavating in regards to possibly purchasing ground next to the Authority's Pump Station #6 in the Rapho Triangle East Service Area. Flyway

Excavating is looking into providing water service to the property. Mr. Leaman stated that staff had discussed the option of installing a small extension to the Authority's water service main. Mr. Leaman asked if the Authority Board would entertain a waiver request to allow Flyway to extend the water main half way across the property rather than installing the water line the entire length of the property. The Authority Board authorized Mr. Mike Davis to draft a waiver to pass along to Flyway Excavating for approval at a later date by the Authority if Flyway Excavating decides to purchase the piece of land.

Mr. Leaman discussed with the Board the wage increases as presented at the last meeting. Mr. Leaman mentioned that a decision needs to be made this evening or at next meeting for staff to incorporate the new figures in the proposed budget. A MOTION was made by Mr. Metzler and a second by Mr. Hamm to approve and authorize pay increases for employees per the recommendation of Mr. Leaman and consistent with the updated Wage Survey provided by N.J. Hess in the amount of 2%, except for those employees requiring an additional increase to be brought into the recommended wage range as established by the Wage Survey, which additional increases are also approved and authorized by the Board; motion carried.

Mr. Leaman provided an update on SR Holdings / Melhorn Trucking capacity discrepancy: Mr. Leaman stated that Mr. Davis reached out to Mr. Melhorn's attorney to discuss the proposed option that was presented to help clear up the discrepancy with the meter reading. Mr. Davis stated that he sent the email last Thursday with a follow-up yesterday and received an out of office response of which the attorney will return to office tomorrow. Mr. Davis stated he will follow-up with a phone call tomorrow. Mr. Leaman stated that the proposed option is to have a third party inspector inspect the meter to verify the accuracy and have supplied options of third party inspectors for them to choose from.

Mr. Leaman made the Board aware that he will be on vacation all next week and will return to the office on March 20th.

Mr. Leaman informed the Board that PA DEP is in the process of adjusting their fee schedule to accommodate the hiring of additional staff to meet EPA regulations. Mr. Leaman stated that the new fee schedule will be effective in 2018.

Assistant Authority Manager Report

Mr. Ardini informed the Board that this quarter's meter readings have been completed and staff is working on the working orders that were created for the meters with non reads.

Mr. Ardini provided an update on the sewer lining project on Chestnut Street and Marietta Avenue: Mr. Ardini stated that Kinsley Constructed completed the sewer main repair on Marietta Avenue. Abel Recon is anticipating on completing the sewer lining on March 1st weather depending.

Mr. Ardini informed the Board that staff has completed and submitted the annual bio-solids report to PA DEP for 2016.

Mr. Ardini provided an update on the Range Road water main project: Mr. Ardini stated that the project has been completed and the old water main has been abandoned. Mr. Ardini stated that the final paving restoration will take place during this year however Mount Joy Township is looking to perform some improvement to the curb at which the Authority will meet with the Township to see what the plans are to accommodate the schedule.

Mr. Ardini stated that the new softener drain valves for Carmany Road Water Plant have arrived and are slated to be installed on March 7th. Garden Spot Electric will be installing the wiring, Bruce Sherman the programming and Authority staff the valves.

Mr. Ardini provided an update on the antenna upgrade: Mr. Ardini stated that Capital Area Communications started the installation on February 22nd and seemed to go smoothly. Mr. Ardini stated that the Ice Bridge material for Carmany Road Water Plant will be the last installation piece to finish the project. Mr. Ardini stated that he was not given a date as to when the equipment will arrive.

Mr. Ardini informed the Board that the Carmany Road Water Plant roof replacement over the lab part of the building may come in higher than expected due to the unforeseen rotten plywood. Mr. Ardini reminded the Board that there was \$45,000 budgeted in the Capital Improvement Plan.

Business Manager Report

Mrs. Fenicle had nothing to report.

Minutes of the Previous Meeting

A **MOTION** was made by Mr. Metzler and a second by Mr. Derr to approve the February 7, 2017 meeting minutes as presented; motion carried.

Unfinished Business

There was no unfinished business to discuss.

New Business

There was no new business to discuss.

Any Other Matter Proper to Come Before the Authority

There was no other matter proper to come before the Authority.

Authorization to Pay Bills

A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to approve the attached Requisition No. 21 as follows: \$61,416.75 for the Water Operating Fund and \$78,548.68 for the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Metzler to approve the attached Requisition No. WBRI 17-5 in the amount of \$8,697.25 from the Water Bond Redemption and Improvement Fund; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Metzler to approve the attached Requisition No. 3 in the amount of \$9,175.75 from the 2016 Construction 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 5:00 PM.

Respectfully submitted,

Robert R. Golicher
Secretary

2017 - 2018 Water Proposed Budget

4/4/2017

REVENUES

Account	Description	16-17 Budget	16-17 YTD	Proposed 17-18
06.378.601	Residential Water Service	\$ 1,580,426.00	\$ 1,297,636.35	\$ 1,614,000.00
06.378.602	Commercial Water Service	\$ 203,047.00	\$ 172,038.16	\$ 211,000.00
06.378.603	Industrial Water Service	\$ 318,192.00	\$ 238,254.82	\$ 289,000.00
06.378.604	Public / Other Water Service	\$ 93,870.00	\$ 77,458.60	\$ 96,000.00
06.378.605	Water Tapping/Connection Fees	\$ -	\$ 308,228.00	\$ -
06.378.606	Water Meter Sales	\$ 17,000.00	\$ 21,101.43	\$ 20,000.00
06.378.607	Lease / Rent Agreements	\$ 69,708.00	\$ 66,262.03	\$ 72,000.00
06.378.608	Misc Revenue / Reimbursements	\$ 5,000.00	\$ 31,540.67	\$ 5,000.00
06.378.609	Final Reading Fees	\$ 3,000.00	\$ 3,875.00	\$ 3,000.00
06.378.610	Interest Income	\$ 150.00	\$ 213.12	\$ 175.00
06.378.611	Lien Payoffs	\$ 500.00	\$ 874.40	\$ 300.00
06.378.612	Insurance Rebates	\$ 5,000.00	\$ 9,451.74	\$ 5,000.00
	TOTAL REVENUES	\$ 2,295,893.00	\$ 2,226,934.32	\$ 2,315,475.00

ADMIN EXPENSES

Account	Description	16-17 Budget	16-17 YTD	Proposed 17-18
06.400.782	Authority Manager Wages	\$ 40,341.70	\$ 37,238.40	\$ 41,350.27
06.400.783	Operations Manager Wages	\$ 37,217.12	\$ 34,354.32	\$ 38,147.61
06.400.784	Business Manager Wages	\$ 25,635.30	\$ 23,663.52	\$ 26,148.06
06.400.785	Administrative Assistant	\$ 21,320.00	\$ 19,833.77	\$ 21,746.40
06.400.790	Authority Board Members	\$ 3,750.00	\$ 3,437.50	\$ 3,750.00
06.400.791	Pension	\$ 39,321.17	\$ 30,010.51	\$ 40,296.13
06.400.792	Water/Sewer Billing	\$ 10,000.00	\$ 6,662.18	\$ 10,000.00
06.400.793	Office Supplies	\$ 2,000.00	\$ 1,242.29	\$ 2,000.00
06.400.794	Communication Expense	\$ 3,000.00	\$ 3,342.67	\$ 3,500.00
06.400.795	Engineering	\$ 30,000.00	\$ 24,768.52	\$ 30,000.00
06.400.796	Trustee	\$ 3,000.00	\$ -	\$ 3,000.00
06.400.797	Legal Expense	\$ 25,000.00	\$ 25,587.75	\$ 25,000.00
06.400.798	Liability / Worker's Comp Ins.	\$ 52,500.00	\$ 35,691.63	\$ 40,000.00
06.400.799	Health Insurance	\$ 210,600.00	\$ 222,103.38	\$ 235,533.84
06.400.800	Building Rental / Reimbursement	\$ 30,000.00	\$ 17,051.01	\$ 30,000.00
06.400.801	Auditor Expense	\$ 16,500.00	\$ 14,500.00	\$ 24,000.00

26 Pays
26 Pays
26 Pays
26 Pays
Based on base *10% of base wages
Billing Contract
PA One Call Faxes, Verizon
Two Bonds
Including Bonds
Including Medical, Vision, Dental, Life, Vision/Dental Reim, HSA Admin Fee, Reins. Fees, PCORE Fees
To Mount Joy Borough including Fundware Reimbursement/upgrades; PW Facility Maintenance;
Annual Audit, Forecast

06.400.802	Uniforms	\$	3,000.00	\$	1,817.26	\$	3,000.00
06.400.804	Payroll Taxes / Fees	\$	45,000.00	\$	32,649.64	\$	45,000.00
06.400.805	General Expense	\$	4,000.00	\$	2,450.91	\$	3,000.00
06.400.807	Dues / Memberships	\$	6,500.00	\$	5,432.17	\$	6,500.00
06.400.808	Training	\$	3,500.00	\$	1,651.85	\$	3,500.00
06.400.809	Bank Charges	\$	1,000.00	\$	228.20	\$	600.00
06.400.810	Advertising / Printing	\$	4,000.00	\$	3,791.65	\$	5,000.00
NA	Debt Service	\$	700,000.00	\$		\$	726,456.50
TOTAL EXPENSES		\$	1,317,185.29	\$	547,509.13	\$	1,367,528.81

WATER TREATMENT PLANT EXPENSES

Account	Description	16-17 Budget	16-17 YTD	Proposed 17-18	
06.448.702	Wages	\$ 177,878.23	\$ 161,340.31	\$ 182,958.81	26 Pays
06.448.703	Supplies & Lab Supplies	\$ 4,000.00	\$ 3,341.43	\$ 4,000.00	PH Probe, Misc. Supplies
06.448.704	Testing	\$ 6,000.00	\$ 6,465.10	\$ 15,500.00	Plant Maint. - Turbidity Meter, Mag Meter, Air Scour, Valves, Transmitter, Softeners, CL2 System, Roof Repairs, Clean Salt Tanks, Maint to CL2 System, Count Module, Generator
06.448.705	Repairs / Maintenance	\$ 68,000.00	\$ 48,139.66	\$ 82,000.00	Contracts, Etc.
06.448.706	Chemicals	\$ 140,000.00	\$ 86,371.39	\$ 140,000.00	Salt, Chemicals
06.448.707	General Expense	\$ 500.00	\$ 21.90	\$ 500.00	
06.448.708	Vehicle Expense	\$ 8,000.00	\$ 4,577.77	\$ 7,000.00	Fuel, Maintenance & Repairs
06.448.709	Utilities	\$ 85,000.00	\$ 66,864.43	\$ 75,000.00	Electric, Xo Communications, Century Link
06.448.710	Equipment Purchases / Tools	\$ 1,500.00	\$ 588.96	\$ 4,475.00	Tools, Locating Stick, Clean out tool, Meter
06.448.711	Equipment Maintenance	\$ 2,000.00	\$ 83.58	\$ 2,000.00	Mower, Trailer
TOTAL EXPENSES		\$ 492,878.23	\$ 377,794.53	\$ 513,433.81	

CONST DEPT DIST EXPENSES

Account	Description	16-17 Budget	16-17 YTD	Proposed 17-18	
06.449.752	Wages	\$ 107,060.15	\$ 101,554.98	\$ 114,131.44	26 Pays
06.449.753	Supplies	\$ 3,000.00	\$ 1,387.46	\$ 2,325.00	Traffic Control, Safety Supplies, Decoloration Tablets, Eye Wash Supplies, Misc Supplies
06.449.754	Meters	\$ 75,000.00	\$ 39,152.53	\$ 55,000.00	Meters, Touch Pads, Etc., Replacement Project
06.449.755	Fire Hydrant Expenses	\$ 10,000.00	\$ 12,035.38	\$ 12,000.00	Hydrants, Supplies, Painting Routine, New Hydrant Markers
06.449.756	Repairs / Maintenance	\$ 80,000.00	\$ 38,661.61	\$ 65,000.00	Water Breaks & Repairs, Clamps, Well Maint, Stock Supplies, Stone, Asphalt, Mowing at Tanks, Leak Detection, Dyed Diesel for Generators, South Plum Street, Old Market St, Valve Box sealer

2017 - 2018 Sewer Proposed Budget

4/4/2017

REVENUES

<u>Account</u>	<u>Description</u>	<u>16-17 Budget</u>	<u>16-17 YTD</u>	<u>Proposed 17-18</u>
08.364.601	Residential Sewer Service	\$ 1,953,465.00	\$ 1,594,086.98	\$ 1,985,000.00
08.364.602	Commercial Sewer Service	\$ 222,427.75	\$ 185,737.31	\$ 229,000.00
08.364.603	Industrial Sewer Service	\$ 118,035.88	\$ 91,197.52	\$ 111,000.00
08.364.604	Public / Other Sewer Service	\$ 108,297.03	\$ 84,176.14	\$ 110,000.00
08.364.605	Sewer Tapping /Connection Fees	\$ 125,000.00	\$ 461,523.86	\$ -
08.364.606	Water Meter Sales	\$ 17,000.00	\$ 21,453.39	\$ 20,000.00
08.364.607	Quarterly Surcharge Fees	\$ 20,000.00	\$ 22,614.35	\$ 20,000.00
08.364.608	Misc Revenue / Reimbursements	\$ 5,000.00	\$ 16,140.56	\$ 5,000.00
08.364.609	Final Reading Fees	\$ 3,000.00	\$ 3,875.00	\$ 3,000.00
08.364.610	Interest Income	\$ 200.00	\$ 236.89	\$ 175.00
08.364.611	Lien Payoffs	\$ 500.00	\$ 874.38	\$ 300.00
08.364.612	Insurance Rebate	\$ 5,000.00	\$ 9,451.73	\$ 5,000.00
08.364.613	Energy Reimbursements	\$ 70,000.00	\$ 57,370.00	\$ 70,000.00
				Solar Energy Agreement
	TOTAL REVENUES	\$ 2,647,925.66	\$ 2,548,738.11	\$ 2,558,475.00

EXPENSES

<u>Account</u>	<u>Description</u>	<u>16-17 Budget</u>	<u>16-17 YTD</u>	<u>Proposed 17-18</u>
08.400.782	Authority Manager Wages	\$ 40,341.70	\$ 37,238.64	\$ 41,350.27
08.400.783	Operations Manager Wages	\$ 37,217.12	\$ 34,354.32	\$ 38,147.61
08.400.784	Business Manager Wages	\$ 25,635.30	\$ 23,663.28	\$ 26,148.06
08.400.785	Administrative Assistant	\$ 21,320.00	\$ 19,833.74	\$ 21,746.40
08.400.790	Authority Board Members	\$ 3,750.00	\$ 3,437.50	\$ 3,750.00
08.400.791	Pension	\$ 39,321.17	\$ 30,010.48	\$ 40,296.13
08.400.792	Water/Sewer Billing	\$ 10,000.00	\$ 6,662.18	\$ 10,000.00
08.400.793	Office Supplies	\$ 2,000.00	\$ 1,242.23	\$ 2,000.00
08.400.794	Communication Expense	\$ 3,000.00	\$ 3,342.57	\$ 3,500.00
08.400.795	Engineering	\$ 30,000.00	\$ 12,590.27	\$ 25,000.00
08.400.796	Trustee	\$ 3,000.00	\$ 1,500.00	\$ 3,000.00
08.400.797	Legal Expense	\$ 25,000.00	\$ 31,317.75	\$ 25,000.00
08.400.798	Liability / Worker's Comp Ins.	\$ 52,500.00	\$ 35,691.62	\$ 40,000.00
08.400.799	Health Insurance	\$ 210,600.00	\$ 222,108.41	\$ 235,533.84
08.400.800	Building Rental / Reimbursement	\$ 30,000.00	\$ 17,050.98	\$ 30,000.00
				To Mount Joy Borough including Fundware Reimbursement/upgrades; PW Facility Maintenance;

08.400.801	Auditor Expense	\$	16,500.00	\$	14,500.00	\$	24,000.00	Annual Audit, Forecast
08.400.802	Uniforms	\$	3,000.00	\$	1,817.20	\$	3,000.00	
08.400.804	Payroll Taxes / Fees	\$	45,000.00	\$	32,649.44	\$	45,000.00	Including ADP Invoices, PMAA UC Fund (2.5 % /9,500)
08.400.806	General Expense	\$	4,000.00	\$	911.88	\$	3,000.00	Drug Testing, Misc.
08.400.807	Dues / Memberships	\$	5,000.00	\$	5,263.00	\$	5,000.00	
08.400.808	Training	\$	3,500.00	\$	1,616.84	\$	3,500.00	
08.400.809	Bank Charges	\$	1,000.00	\$	21.00	\$	600.00	Union Community, Deposits Slips/Checks
08.400.810	Advertising / Printing	\$	4,000.00	\$	3,791.62	\$	5,000.00	Annual Report Printing & Postage, Lancaster News
08.400.901	Loan Repayment	\$	10,500.00	\$	605.63	\$	-	
NA	Debt Service	\$	993,701.26	\$	-	\$	993,366.76	
TOTAL EXPENSES		\$	1,619,886.55	\$	541,220.58	\$	1,627,939.07	

CONST DEPT COLLECTION EXPENSES

<u>Account</u>	<u>Description</u>	<u>16-17 Budget</u>	<u>16-17 YTD</u>	<u>Proposed 17-18</u>	
08.428.710	Wages	\$ 107,060.15	\$ 101,554.87	\$ 114,131.44	26 Pays
08.428.712	Supplies	\$ 3,000.00	\$ 1,429.61	\$ 2,325.00	Traffic Control, Safety Supplies, Dechlorination Tablets, Eye Wash Supplies, Misc Supplies
08.428.714	Utilities	\$ 34,000.00	\$ 30,407.67	\$ 34,000.00	Electric- Pump Stations, Gas Services, Century Link - Pump Stations
08.428.715	Equipment Maintenance	\$ 6,000.00	\$ 759.85	\$ 5,500.00	Backhoe, Loader, Motor Oil, Blacktop Sealer Repair Lines, Breaks, Manhole Covers, Generator Contracts, Pump Stations Maintenance: Klines, Dyed Diesel for Generators, Stock Supplies, Stone, Asphalt, South Plum Street, Old Market St, Manhole sealer
08.428.716	Repairs / Maintenance	\$ 40,000.00	\$ 23,191.42	\$ 38,000.00	
08.428.717	Vehicle Expense	\$ 10,000.00	\$ 5,623.78	\$ 12,000.00	Fuel, Maintenance/Repairs
08.428.718	General Expense	\$ 1,500.00	\$ 886.25	\$ 1,000.00	
08.428.719	Equipment Purchase / Tools	\$ 2,000.00	\$ 1,552.10	\$ 2,000.00	Hand Tools, Impact Wrench, Drill Bit Set, Pipe Freeze Kit, Streamlight Portable Light, CO2 Bottle
08.428.720	Service Connections	\$ 1,500.00	\$ -	\$ 1,500.00	
08.428.754	Meters	\$ 75,000.00	\$ 39,152.49	\$ 55,000.00	Meters, Touch Pads, Etc., Replacement Project
TOTAL EXPENSES		\$ 280,060.15	\$ 204,558.04	\$ 265,456.44	

WASTEWATER TREATMENT PLANT EXPENSES

<u>Account</u>	<u>Description</u>	<u>16-17 Budget</u>	<u>16-17 YTD</u>	<u>Proposed 17-18</u>	
08.429.730	Wages	\$ 228,905.43	\$ 215,704.13	\$ 237,407.38	26 Pays
08.429.732	Bio-solids Hauling	\$ -	\$ -	\$ 30,600.00	
08.429.733	Testing	\$ 12,000.00	\$ 10,227.13	\$ 12,000.00	
08.429.734	Chemicals	\$ 135,000.00	\$ 158,958.86	\$ 196,000.00	Lime, Polymer, Methanol, Alum
08.429.735	Supplies / Lab Supplies	\$ 15,000.00	\$ 17,313.15	\$ 22,000.00	Supplies, Lab Equipment, Lab Supplies, Testing Supplies, LDO Probe, PH Probe

08.429.736	Utilities	\$ 175,000.00	\$ 169,827.20	\$ 165,000.00	Electric, Heating Oil, Propane, Century Link, XO Communications, Mount Joy Solar
08.429.737	Equipment Purchase / Tools	\$ 2,000.00	\$ 2,041.90	\$ 4,200.00	Hand Tools, Streamlight Portable Light, Meter
08.429.738	Plant Repairs / Maintenance	\$ 75,000.00	\$ 60,209.83	\$ 70,000.00	Roof Replacements, Sludge Pump, Aeration Tanks Ldo Probes, Probes, UV System, Sludge Digenstion Repairs, Flow Metering Maint, Generator Contract
08.429.739	Equipment Maintenance	\$ 10,000.00	\$ 5,626.27	\$ 10,000.00	Flush Truck, Camera, Loader, Mower
08.429.740	General Expense	\$ 23,000.00	\$ 30,878.03	\$ 6,500.00	Hot Lime Haul, Misc.
08.429.742	Vehicle Expense	\$ 7,000.00	\$ 2,243.29	\$ 7,000.00	Fuel, Vehicle Maintenance/Repairs
TOTAL EXPENSES		\$ 682,905.43	\$ 673,029.79	\$ 760,707.38	

\$ 2,647,925.66	\$ 2,548,738.11	\$ 2,558,475.00	Total Revenues
\$ 2,582,852.13	\$ 1,418,808.41	\$ 2,654,102.90	Total Expenses
\$ 65,073.53	\$ 1,129,929.70	\$ (95,627.90)	surplus / Deficit

AMMS Worksheets		4% = 34 Cents		Current Rate	Difference Per Qtr	New Rate
\$ 1,985,000.00	\$ 2,064,400.00	R	8,000 Gallon	\$ 67.76	\$ 2.71	\$ 70.47
\$ 229,000.00	\$ 240,679.00	C	12,000 Gallon	\$ 101.64	\$ 4.07	\$ 105.71
\$ 111,000.00	\$ 116,661.00	I				
\$ 110,000.00	\$ 114,400.00	MU				
		P				
<u>\$ 2,435,000.00</u>	<u>\$ 2,536,140.00</u>					
				\$		\$ 101,140.00



MOUNT JOY BOROUGH AUTHORITY

P.O. BOX 25

MOUNT JOY, PA 17552

INCORPORATED 1948

TELEPHONE: (717) 653-5938

FAX: (717) 653-6680

WATER OPERATING REQUISITION NO.: 23

DATE: April 4, 2017

Fulton Bank, National Association
P.O. Box 4887
Lancaster, PA 17604

Gentlemen:

You are hereby requested to make a disbursement of funds from the Revenue Fund under the Trust Indenture dated May 1, 1993, between the Mount Joy Borough Authority and your bank as Trustee, for the purpose and in the amounts set forth on the succeeding page.

We certify that the amounts listed on the succeeding page are now due and unpaid and that such indebtedness has been incurred for the purpose set forth in Article VI, Section 6.01 and 6.02. We further certify that the monies to be withdrawn are in compliance with the provisions of said indenture.

MOUNT JOY BOROUGH AUTHORITY

TREASURER

ARRO CONSULTING, INC., Consulting Engineer, in accordance with Section 6.02 of the Trust Indenture, DOES HEREBY APPROVE this requisition, and CERTIFIES that the aggregate of the amounts requisitioned, plus those previously requisitioned during the current fiscal year, do not exceed the amount of the current fiscal year budget approved by the Authority as provided for in Section 9.07 of the Trust Indenture.

ARRO CONSULTING, INC.

CONSULTING ENGINEER

AMOUNT OF PREVIOUS REQUISITIONS:	\$	<u>1,111,977.56</u>		
TOTAL AMOUNT OF THIS REQUISITION:	\$	16,749.16	Payroll	Acct. 965421
	\$	67,129.64	Expenses	Acct. 414220
	\$	<u>83,878.80</u>	Total	
TOTAL AMOUNT REQUISITIONED TO DATE:	\$	<u>1,195,856.36</u>		
TOTAL CURRENT FISCAL YEAR APPROVED BUDGET:	\$	<u>2,295,893.00</u>		

Payroll Journal Entry
 Payroll # 6

Water Fund

Debit	06.448.702	Water Wages	\$	6,261.76	Barry, Kling, Zach
	06.449.752	Construction Crew Wages	\$	4,369.63	Scott, Jim, Jason, Bret, Larry (Split)
	06.400.782	Authority Manager	\$	1,551.60	John (Split)
	06.400.783	Operations Manager	\$	1,431.43	Joe (Split)
	06.400.784	Business Manager	\$	985.98	Angie (Split)
	06.400.785	Administrative Assistant	\$	820.00	Lindsey (Split)
	06.400.790	Board Members	\$	-	Members paid per month (Split)
	06.400.804	Employer Taxes	\$	1,270.85	Split
	06.400.804	ADP Invoice	\$	57.91	Split
					(Pay closest to 1st Tuesday)
			TOTAL	\$ 16,749.16	

Check #	Check Date	Vendor	Amount	Inv/Stmt	Description	Check Amount
27.146	04/04/2017	ALS GROUP USA, CORP.	204.30	40-2140975	TESTING	204.30
27.147	04/04/2017	BARLEY SNYDER, LLP	2,080.00	70049310	LEGAL SERVICES	2,080.00
27.148	04/04/2017	BARTON'S BODY SHOP INC	1,447.40	17844	REPAIR HAIL DAMAGE ON VEH	1,447.40
27.149	04/04/2017	CENTURYLINK	176.91		PHONE	176.91
27.150	04/04/2017	EASTERN SALT COMPANY INC.	4,493.81	INV066857	SALT	4,493.81
27.151	04/04/2017	EXETER SUPPLY COMPANY, INC.	235.56	327730	PLANT MAINT	235.56
27.152	04/04/2017	GUTTMAN ENERGY, INC.	58.24	0049961395	FUEL	58.24
27.153	04/04/2017	HIGHMARK, INC.	31.50	A170327267	HSA ADMIN FEE	31.50
27.154	04/04/2017	HOME DEPOT	119.87		TOOLS/SAFETY SUPPLIES	119.87
27.155	04/04/2017	HY-VIZ INCORPORATED	2,525.05	TYL-1580	HYDRANT MARKERS	2,525.05
27.156	04/04/2017	IIC	17,860.01		APRIL HEALTH INSURANCE	17,860.01
27.157	04/04/2017	KOHL BROS INC	6,625.00	32017D0080	BRINE PUMP	6,625.00
27.158	04/04/2017	L/B WATER SERVICE, INC.	447.50	3051022	2" METER	447.50
27.159	04/04/2017	LRM, INC.	5,350.00	17-152	FLOW METERS	5,350.00
27.160	04/04/2017	MOUNT JOY AUTO PARTS	15.00	350984	TOOLS	15.00
27.161	04/04/2017	N.J. HESS ASSOCIATES	162.50		UPDATE COMPENSATION SCHED	162.50
27.162	04/04/2017	OFFICE BASICS, INC.	462.56	I-569543	SUPPLIES	462.56
27.163	04/04/2017	PPL	8,591.23		ELECTRIC	8,591.23
27.164	04/04/2017	SCHAEDLER YESCO DISTRIBUTION I	10,905.43	S4675759.0	WELL 1 REPAIRS	10,905.43
27.165	04/04/2017	SHERMAN-GIBSON SYSTEMS COMPANY	348.64	2017-0108	PLANT MAINTENANCE	348.64
27.166	04/04/2017	STANDARD INSURANCE COMPANY	22.50		APRIL LIFE INSURANCE	22.50
27.167	04/04/2017	STAUFFER COMPRESSOR & MACHINE,	3,971.77	12565	NEW AIR COMPRESSOR	3,971.77
27.168	04/04/2017	SUSQUEHANNA MUNICIPAL TRUST	262.00		WORKER'S COMP AUDIT STATE	262.00
27.169	04/04/2017	THE PENNSYLVANIA STATE UNIVERS	292.50	71205	TRAINING COURSE - LEAMAN	292.50
27.170	04/04/2017	USA BLUEBOOK	273.07	210008	VEHICLE MAINT	273.07
27.171	04/04/2017	VERIZON WIRELESS	139.16	9782328992	CELL PHONES	139.16
27.172	04/04/2017	XO COMMUNICATIONS	28.13	0289488237	LONG DISTANCE PHONE	28.13
** Report Total **			67,129.64			67,129.64



MOUNT JOY BOROUGH AUTHORITY
P.O. BOX 25
MOUNT JOY, PA 17552
INCORPORATED 1948

TELEPHONE: (717) 653-5938
FAX: (717) 653-6680

SEWER OPERATING REQUISITION NO.: 23

DATE: April 4, 2017

Fulton Bank, National Association
P.O. Box 4887
Lancaster, PA 17604

Gentlemen:

You are hereby requested to make a disbursement of funds from the Revenue Fund under the Trust Indenture dated November 15, 1996 (the "Indenture"), between the Mount Joy Borough Authority and your bank as Trustee, for the purpose and in the amounts set forth on the attached Schedule "A".

We certify that (i) the amounts listed on the succeeding page are now due and unpaid and that such indebtedness has been incurred for the purpose set forth in paragraphs (a) and (b) of Section 6.1 of the Indenture or paragraph (a) of Section 6.3 of the Indenture; (ii) the aggregate of the amounts requisitioned, plus those previously requisitioned during the current fiscal year, do not exceed the amount of the current fiscal year budget approved by the Authority as provided in Section 9.10 of the Indenture; and (iii) the monies to be withdrawn are in compliance with the provisions of said Indenture.

MOUNT JOY BOROUGH AUTHORITY

AUTHORIZED OFFICER

AMOUNT OF PREVIOUS REQUISITIONS:	\$	<u>1,405,722.53</u>		
TOTAL AMOUNT OF THIS REQUISITION:	\$	19,734.63	Payroll	Acct. 965421
	\$	34,653.16	Expenses	Acct. 414212
	\$	<u>54,387.79</u>	Total	
TOTAL AMOUNT REQUISITIONED TO DATE:	\$	<u>1,460,110.32</u>		
TOTAL CURRENT FISCAL YEAR APPROVED BUDGET:	\$	<u>2,647,925.66</u>		

Payroll Journal Entry
 Payroll # 6

Sewer Fund

Debit	08.429.730	Sewer Wages	\$	9,247.23	Dennis, Gary, Rex, David
	08.428.710	Construction Crew Wages	\$	4,369.63	Scott, Jim, Jason, Bret, Larry (Split)
	08.400.782	Authority Manager	\$	1,551.61	John (Split)
	08.400.783	Operations Manager	\$	1,431.43	Joe (Split)
	08.400.784	Business Manager	\$	985.97	Angie (Split)
	08.400.785	Administrative Assistant	\$	820.00	Lindsey (Split)
	08.400.790	Board Members	\$	-	Members paid per month (Split)
	08.400.804	Employer Taxes	\$	1,270.85	Split
	08.400.804	ADP Invoice	\$	57.91	Split
			TOTAL	\$ 19,734.63	(Pay closest to 1st Tuesday)

Check #	Check Date	Vendor	Amount	Inv/Stmt	Description	Check Amount
25.832	04/04/2017	ALS GROUP USA, CORP.	80.00	40-2140979	TESTING	80.00
25.833	04/04/2017	BARLEY SNYDER, LLP	3,380.00	70049310	LEGAL SERVICES	3,380.00
25.834	04/04/2017	CENTURYLINK	600.51		PHONE	600.51
25.835	04/04/2017	GUTTMAN ENERGY, INC.	18.28	0049929831	FUEL	18.28
25.836	04/04/2017	HIGHMARK, INC.	31.50	A170327267	HSA ADMIN FEE	31.50
25.837	04/04/2017	HOME DEPOT	119.87		TOOLS / SAFETY SUPPLIES	119.87
25.838	04/04/2017	IIC	17,860.00		APRIL HEALTH INSURANCE	17,860.00
25.839	04/04/2017	L/B WATER SERVICE, INC.	447.50	3051022	2" METER	447.50
25.840	04/04/2017	LEFFLER ENERGY	439.04	600222	HEATING OIL	439.04
25.841	04/04/2017	MOUNT JOY AUTO PARTS	14.99	350984	TOOLS	14.99
25.842	04/04/2017	N.J. HESS ASSOCIATES	162.50		UPDATE COMPENSATION SCHED	162.50
25.843	04/04/2017	OFFICE BASICS, INC.	462.55	I-569543	SUPPLIES	462.55
25.844	04/04/2017	PATRIOT PROPANE	3,360.24	637917	PROPANE	3,360.24
25.845	04/04/2017	PPL	6,742.27		ELECTRIC	6,742.27
25.846	04/04/2017	STANDARD INSURANCE COMPANY	22.50		APRIL LIFE INSURANCE	22.50
25.847	04/04/2017	SUBURBAN TESTING LABS	189.64	7031723	TESTING	189.64
25.848	04/04/2017	SUSQUEHANNA MUNICIPAL TRUST	262.00		WORKER'S COMP AUDIT	262.00
25.849	04/04/2017	THE PENNSYLVANIA STATE UNIVERS	292.50	71205	TRAINING COURSE - LEAMAN	292.50
25.850	04/04/2017	VERIZON WIRELESS	139.15	9782328992	CELL PHONES	139.15
25.851	04/04/2017	XO COMMUNICATIONS	28.12	0289488237	LONG DISTANCE PHONE	28.12
** Report Total **			34,653.16			34,653.16

MOUNT JOY BOROUGH AUTHORITY
WATER SYSTEM
RESOLUTION AND REQUISITION

WATER SYSTEM REQUISITION NO.: WBRI 17-6

Date: April 4, 2017

RESOLUTION

RESOLVED, in accordance with Article VI, Section 6.06 of the Trust Indenture of the Mount Joy Borough Authority (the "Authority") to Fulton Bank, National Association (the "Trustee"), as successor to Union National Community Bank (the "Prior Trustee"), as Trustee, dated as of May 1, 1993, securing Guaranteed Water Revenue Bonds, Series of 1993 (the "Trust Indenture") the Trustee is hereby authorized and requested to make the following payments for authorized projects, including either capital additions or extraordinary repairs, renewals or replacements from the Bond Redemption and Improvement Fund established under the aforesaid Indenture and held by the Trustee for the following purposes and in the amounts and for the purposes set forth below:

<u>Payee</u>	<u>Purpose of Obligation</u>	<u>Amount of this Requisition</u>
SEE ATTACHED EXHIBIT "A"		\$ 34,050.48

CERTIFICATE

The undersigned Secretary hereby certifies that the Resolution set forth above was duly adopted by the Board of Directors of Mount Joy Borough Authority at a meeting duly called and held on April 4, 2017 and remains in full force and effect on the date hereof.

THIS CERTIFICATE is executed the 4th day of April, 2017.

(Secretary) (Assistant Secretary)

AUTHORITY SEAL

EXHIBIT "A"

WATER BOND REDEMPTION AND IMPROVEMENT FUND

<u>Payee</u>	<u>Purpose of Obligation</u>	<u>Amount of this Requisition</u>
RL Sensenig Co 183 South Market Street P.O. Box 715 Ephrata, PA 17522	Carmany Road Water Plant roof replacement of lab; Invoice 20198066	\$ 17,700.00
Kohl Bros., Inc. 5 Muth Avenue P.O. Box 350 Myerstown, PA 17067	Step Test Well #4; Invoice 32017D0086	\$ 10,975.00
Sherman-Gibson Systems Co 2893 Buckwalter Road Manheim, PA 17545	Radio Modems Upgrades Water Treatment Plant; Invoice 2017- 0107	\$ 5,375.48

MOUNT JOY BOROUGH AUTHORITY
 LANCASTER COUNTY, PENNSYLVANIA
 SEWER SYSTEM BOND REDEMPTION AND IMPROVEMENT FUND
 REQUISITION FORM

SEWER SYSYTEM REQUISITION NO.: SBRI 17-4

Date: April 4, 2017

Fulton Bank, National Association
 Trustee under Trust Indenture
 dated November 15, 1996
 of Mount Joy Borough Authority
 Mount Joy, Pennsylvania

Dear Sirs:

You are hereby requested to make a disbursements of funds from the Bond Redemption and Improvement Fund of the above Bond Indenture of the Mount Joy Borough Authority for the following purposes and in the amounts set forth below:

Payee: _____ Construction Contract
 Address: _____ Yes _____ No _____

Purpose of Obligation	Total Obligation	Amount Paid to Date	Amount this Requisition	Current Balance
SEE ATTACHED EXHIBIT "A"			\$ 28,358.60	

In connection therewith, I certify that the above amounts are now due and unpaid, and that such indebtedness is a proper charge against, and has not been made the basis of any previous withdrawal from, the Bond Redemption and Improvement Fund, pursuant to the provisions of the Trust Indenture dated November 15, 1996, from this Authority to your Bank, as Trustee and successor to Union National Community Bank, prior Trustee. I further certify that with respect to the items covered in this Requisition, there are no vendors', mechanics' or other liens (or security interest) upon or affecting any property with respect to which payments are requisitioned and which will not be discharged by such payment.

Further:

EXHIBIT "A"

SEWER BOND REDEMPTION AND IMPROVEMENT FUND

<u>Payee</u>	<u>Purpose of Obligation</u>	<u>Amount of this Requisition</u>
Abel Recon P.O. Box 476 Mountville, PA 17554	Chestnut Street / Marietta Avenue Sewer Pipe Lining; Inv 2797	\$ 16,113.60
Kinsley Construction, Inc. Attn: Accounts Receivables P.O. Box 2886 York, PA 17405	Marietta Avenue Sewer Main Repair; Invoice 158255	\$ 12,245.00

MOUNT JOY BOROUGH AUTHORITY
LANCASTER COUNTY, PENNSYLVANIA
WATER SYSTEM

2016 CONSTRUCTION FUND REQUISITION FORM

Requisition No. 4

Date: April 4, 2017

Fulton Bank, N.A., as Trustee under the
Second Supplemental Trust Indenture to the Original
Indenture from Mount Joy Borough Authority,
Lancaster, Pennsylvania

Gentlemen:

Pursuant to Section 5.03 of a Trust Indenture dated as of November 3, 2010 and Section 5.01 of the Second Supplemental Trust Indenture, dated as of November 7, 2016, between Mount Joy Borough Authority (the "Authority") and Fulton Bank, N.A. (the "Trustee"), Lancaster, Pennsylvania, as Trustee, you are authorized and directed to make payment from the 2016 Construction Fund created under Section 5.03 of the Indenture and Section 5.01 of the Second Supplemental Trust Indenture as follows:

Payee (Name & Address)	Purpose for Which Obligation was Incurred	Amount To be Paid	Construction Contract (Yes or No)
Barley Snyder LLP 126 East King Street Lancaster, PA 17602	Legal Services for South Jacob Street Water Plant; Invoice 70049310	\$1,355.00	NO

Total to be paid on this Requisition \$ 1,355.00.