

Mount Joy Borough Authority
Regular Monthly Meeting
April 5, 2016
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 Mr. Mike Davis from Barley Snyder. Chairman Rebman called the meeting to order at 4:00 PM.

Public Input Period.

There was no one present from the public.

Authority Manager Report.

Mr. Leaman informed the Board that he received the signed Access Easement Agreement for Well 3 today. Mr. Davis will record the easement.

Mr. Leaman informed the Board that the Authority will receive the revised property appraisals next week. Mr. Leaman stated that the Authority will need to increase the property / liability insured value by \$10,000,000 to \$31,000,000. The Authority Board authorized staff to send revised appraisal to the insurance company to adjust the policy accordingly.

Mr. Leaman informed the Board that he received the official docket from SRBC for the increased allocations for Wells 1 and 2. Staff will be working with ARRO Consulting on the Charles Springs monitoring submittal which is one of the conditions in the docket. Mr. Leaman stated that he expects to have a plan ready to submit by the end of April. Mr. Leaman stated that the Authority is required to also submit a water resource plan by the end of August.

Mr. Leaman stated that ARRO Consulting reached out to PA DEP to question what steps the Authority must take to have the operating permits for Wells 1 and 2 modified to be consistent with the increased allocation from SRBC. ARRO will need to put together a report to send to PA DEP with the request and relevant information on Well 2.

Mr. Leaman stated that ARRO received the confirmation from Myers Brothers for the drilling of the test well. This is tentatively scheduled for the week of April 18th. Mr. Leaman stated that he will contact Mr. Mann to work through any questions he has prior to the drilling process. Mr. Leaman reviewed the cost of the project with the Board and also asked for approval to sign the contract and be authorized to make field decisions to drill a 2nd well if needed. Mr. Golicher asked if a second test well is needed, where that would be located. Mr. Leaman stated that before they would choose a location on the property, that staff will consult ARRO Consulting ahead of time. A **MOTION** was made by Mr. Metzler and a second by Mr. Hamm to approve Myers Brothers quote of \$17,655 to drill a test well or up to \$27,655 to drill a second test well if need and to authorize Mr. Leaman to sign and execute the contract and make field decisions if a second well needs to be drilled; motion carried.

Mr. Leaman stated that he received an email from a Conservation Officer from PA Fish and Boat Commission making the Authority aware that there was an open burn pit reported on the Cove property. Management had staff demolish the burn pit and the Authority will have to monitor the area more frequently. Mr. Leaman stated that there are signs posted on the property.

Mr. Leaman stated that the Project Administrator / Inspector position was advertised internally and one application was received from Mr. Scott Kapcsos. Mr. Leaman stated that he and Mr. Ardini had an interview with Mr. Kapcsos and discussed what his roles would consist of. Mr. Leaman stated that Mr. Kapcsos replied and shows much interest in the new position. Mr. Golicher asked who will determine how much time he will spend on the two job duties. Mr. Leaman stated that when the positions is filled, Mr. Ardini and himself will monitor how the work is progressing and adjust the duties as needed, but feels there will not be an issue with completing the duties of both job descriptions. Mr. Leaman stated that he would like to move forward and offer Mr. Kapcsos the position. The Authority Board had no objection and authorized Mr. Leaman to move forward.

Mr. Leaman stated that he prepared a letter to send to Borough Council from the Authority Board thanking Council for approving the appointment of Mr. Chris Metzler to the Authority Board.

Mr. Leaman discussed with the Board the employee health care contributions. Mr. Leaman asked the Board if they are prepared to make a decision so staff can move forward in finalizing the budget. A **MOTION** was made by Mr. Golicher and a second by Mr. Derr to increase the employee health care contribution amount from \$50.00 to \$100.00 for family coverage and \$40.00 to \$80.00 for single coverage; motion carried.

Mr. Leaman provided an update on the 29 New Haven Street property: Ms. Stacie Gibbs attended the hearing on Friday, March 18th for all code violations. Mr. Leaman stated that the judge denied signing the order at this time.

Mr. Leaman stated that he received confirmation from Main Street Mount Joy that they will be holding a water balloon battle on August 16, 2016 at Little Chiques Park. Mr. Leaman stated that Ms. Brewer submitted an email requesting approximately 2,000 to 3,000 gallons of water for the event. The Authority Board approved to supply the event with water and monitor the amount of water used and invoice Main Street Mount Joy.

Mr. Leaman stated to the Board that staff is suggesting waiting to purchase the data loggers as discussed in prior meetings. Mr. Leaman stated that unanticipated funds were spent for the leak detection.

Operations Manager Report.

Mr. Ardini stated that the Authority had a compliance inspection at the wastewater treatment plant by PA DEP on Tuesday, March 22nd. The inspector reviewed the facility and recordkeeping and reported that there were no issues. Mr. Ardini stated that PA DEP will be sending a compliance inspection report within three to four weeks.

Mr. Ardini stated that staff repaired the sinkhole off of Strickler Road. It is unknown how long the sinkhole was there prior to being notified.

Mr. Ardini informed the Board that the remaining lighting at the wastewater treatment plant has been switched out to new LED fixtures and noted that this was a budgeted item.

Mr. Ardini informed the Board that staff will be sending letters to customers regarding the lead and copper sampling for this year. When confirmations from the homeowners are received, the revised sampling plan will be forwarded to PA DEP. It was stated that 65 letters will be sent and 30 of them are needed to meet the necessary requirements.

Mr. Ardini provided an update on Pump Station 2: M2 Construction has started on the driveway reconstruction. East Donegal Township's engineer has been onsite to verify that the installation of the subbase is in accordance with the design. The final paving is tentatively scheduled for April 8th. Mr. Leaman also mentioned to the Board that the Authority did receive Mr. Desmond's final payment to fulfill his obligation of the project.

Mr. Ardini informed the Board that PennDOT has agreed to do final restoration of the paving on West Main Street where the one water main break repair occurred. The final paving should be completed this calendar year.

Mr. Ardini informed the Board that the Authority received a letter from Council President Glessner thanking all who were involved with a recent sewer complaint on High Street. In his letter he stated that quick response from staff was appreciated by the homeowner.

Business Manager Report.

Mrs. Fenicle provided and reviewed with the Board the proposed 2016-2017 fiscal year budget. Mrs. Fenicle stated that the health insurance and the property insurance categories will need to be adjusted and will be provided at the next meeting.

Mrs. Fenicle informed the Board the final figures that were transferred to the Bond Redemption and Improvement Funds. Mrs. Fenicle stated that \$942,233.69 was transferred to the Sewer BRI and \$335,471.61 was transferred to the Water BRI. Mrs. Fenicle noted that the sewer bond refinancing played a part in the amount rolled over for the sewer system.

Mrs. Fenicle informed the Board that staff has started the process to send out termination letters for delinquent accounts. There were 114 letters sent today and the amount delinquent is approximately \$57,000. Some of these delinquent accounts are those that continue to be delinquent and staff will take a more aggressive approach.

Minutes of the Previous Meeting.

A **MOTION** was made by Mr. Golicher and a second by Mr. Hamm to approve the March 1, 2016 meeting minutes; motion carried.

Unfinished Business.

Mr. Matt Warfel from ARRO Consulting was present to discuss the revised cost opinion for the new proposed water plant. Mr. Warfel provided to the Board and staff a copy of the revised cost opinion and reviewed the difference between both documents. Mr. Leaman asked what the driving factor for higher pricing was. Mr. Warfel replied by stating the ENR indexing was updated. Mr. Leaman asked Mr. Warfel if ARRO is comfortable with the revised cost opinion. Mr. Warfel replied yes. Mr. Leaman asked the Board if they were comfortable with the new revised opinion. The Board is in agreement with the revised opinion and advised to keep the project in motion.

Mr. Stephen Flaherty from RBC Capital Markets was present to discuss the funding options for the new proposed water plant. Mr. Flaherty provided to the Board and staff, a copy of the updated funding scenarios and the option to purchase a surety bond. Mr. Flaherty also discussed the timeline for the funding.

New Business.

A **MOTION** was made by Mr. Metzler and a second by Mr. Golicher to accept the revised employee handbook; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to approve the Declaration of Easement and Maintenance Agreement with Consent of Lien Holder between Farmview Properties and Mount Joy Borough Authority; motion carried.

A **MOTION** was made by Mr. Hamm and a second by Mr. Golicher to approve the Right-of-Way Agreement with Consent of Mortgagee between Farmview Properties and Mount Joy Borough Authority; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to approve Resolution 5-16 authorizing the submission of payment for unredeemed 1979 Bonds to Commonwealth of Pennsylvania, Bureau of Unclaimed Property; motion carried.

Any Other Matter Proper to Come Before the Authority.

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

Authorization to Pay Bills.

A **MOTION** was made by Mr. Derr and a second by Mr. Metzler to approve the attached Requisition No. 22 as follows: \$91,420.34 for the Water Operating Fund and \$103,921.06 for the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Golicher and a second by Mr. Hamm to approve the attached Requisition No. WBRI 16-06 from the Water Bond Redemption and Improvement Fund in the amount of \$2,310; motion carried.

Executive Session

An executive session was held to discuss a real estate matter with no decision to be made.

A **MOTION** was made by Mr. Derr and a second by Mr. Metzler to reconvene the public session at 7:32 PM; 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 7:34 PM.

Respectfully submitted,

Robert R. Golicher
Secretary