# Mount Joy Borough Authority Meeting Agenda 4:00 PM, April 6, 2021 

1. Call to Order
2. Pledge of Allegiance
3. Roll Call - Mr. Rebman, Mr. Derr, Mr. Metzler and Mr. Ruffini and Mr. Melhorn
4. Public Input Period - Hearing of any citizen within the service area.
5. Reports
A. Authority Manager
B. Operations Manager
C. Business Manager
6. Approval of the Minutes - Approval of the minutes from March 2, 2021.
7. Unfinished Business
A.
8. New Business
A. Consider approval of Resolution No. 4-21 to amend the Water Rate Schedule effective May 1, 2021.
B. Consider approval of Resolution No. 5-21 to amend the Sewer Rate Schedule effective May 1, 2021.
9. Any other matter proper to come before the Authority
A.
10. Authorization to pay bills
A. Consider approval of Requisition No. 20 for the Water Operating Fund in the amount of $\$ 63,812.96$ and Sewer Operating Fund in the amount of $\$ 50,078.09$.
B. Consider approval of Requisition No. WBRI 21-6 from the Water Bond Redemption and Improvement Fund in the amount of $\$ 30,678.24$.
11. Meetings and dates of importance
A. Tuesday, April 20, 2021
B. Tuesday, May 4, 2021
C. Wednesday, May 19, 2021

Pre-Authority Meeting - 4 PM
Regular Monthly Meeting - 4 PM
Pre-Authority Meeting - 4 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.

# Mount Joy Borough Authority <br> Regular Monthly Meeting 

March 2, 2021
Minutes

The Mount Joy Borough Authority held its regular meeting on this date in the Council Chambers of the Borough Office Building and via online Zoom. Present were Chairman Rebman, Mr. Derr (zoom), Mr. Metzler (zoom), Mr. Ruffini and Mr. Melhorn. Also present were Angie Fenicle, Joe Ardini and Scott Kapcsos and Mike Davis from Barley Snyder. Chairman Rebman called the meeting to order at 4 PM .

## Public Input Period

No one from the public was present.

## Authority Manager Report

Mr. Ardini provided a written report and highlighted the following:
Mr. Ardini provided an update on refinancing the two sewer notes: Mr. Ardini stated that staff reviewed the three refunding scenario's and make a recommendation to move forward with the scenario that will capture the savings during the last two years of repayment. Mr. Flaherty will send the request to the banking facilities to provide interest rates for the Authority to review.
Mr. Ardini informed the Board that staff is finalizing the preliminary budget to present the Finance Committee Meeting tomorrow. Mr. Ardini reminded the Board that the time has been changed to 9:00 AM.

Mr. Ardini provided an update on the SRBC Acton Plan for Well \#3: Mr. Ardini informed the Board that staff is currently reviewing the plan that ARRO provided. If the plan is satisfactory, the plan will be submitted to SRBC and a meeting will follow with the commission when received.
Mr. Ardini informed the Board the Borough Council has approved the hiring of a new Borough Manager at last evenings meeting; however, his start date will be within three months.

## Operation Manager Report

Mr. Kapcsos provided a written report and highlighted the following:
Mr. Kapcsos informed the Board that staff completed the SRBC unaccounted water report for 2020 noting a loss percentage of $7.25 \%$ to $10.60 \%$.

Mr. Kapcsos informed the Board that EPA is requiring all water systems that serve a population greater than 3,300 people to conduct a Risk and Resilience Assessment that is due by June 30, 2021. ARRO and Authority staff will meet on March $4^{\text {th }}$ to discuss the assessment.

Mr. Kapcsos informed the Board that staff has discussed the possibilities of moving forward to replace another 110 accounts with the new Kamstrup Meters during this fiscal as there are funds remaining in the budget to do so. This will include the area from the North side of Hill Street to Spruce Street and North Plum Street to Fairview Street.

## Business Manager Report

Mrs. Fenicle had nothing to report.

## Minutes of the Previous Meeting

A MOTION was made by Mr. Ruffini and a second by Mr. Melhorn to approve the February 2, 2021 meeting minutes as presented; motion carried.

## Unfinished Business

A MOTION was made by Mr. Ruffini and a second by Mr. Melhorn to grant access to DFCA Trout Nursery allowing them to investigate the possibility of relocating their trout nursery to the Authority's property known as Charles. Springs's contingent upon executing an agreement between the Authority and DFCA; motion carried.

## New Business

A MOTION was made by Mr. Metzler and a second by Mr. Derr to approve Resolution No. 3-21 to enter into a Deed of Dedication for the Conveyance of Interest in Utility Facilities to serve the Lakes at Donegal Springs; motion carried.

## 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. Metzler and a second by Mr. Derr to approve the attached Requisition No. 18 as follows: $\$ 75,792.07$ for the Water Operating Fund and $\$ 45,536.28$ for the Sewer Operating Fund; motion carried.

A MOTION was made by Mr. Ruffini and a second by Mr. Melhorn to approve the attached Requisition No. WBRI 21-4 in the amount of $\$ 5,088.00$ from the Water Bond Redemption and Improvement Fund; motion carried.

## Adjournment

There being no further business, a MOTION was made by Mr. Ruffini and seconded by Mr. Derr to adjourn; motion carried, and the meeting adjourned at 4:40 PM.

Respectfully submitted,
J. Michael Melhorn Secretary

# MOUNT JOY BOROUGH AUTHORITY 

## AMENDMENT TO WATER RATE RESOLUTION

Resolution No. 4-21

RESOLVED, that the Rate Schedule for water service referred to in Section 36 of the Authority's Amended and Restated Rules and Regulations Concerning Connections to, Extensions of, and Use of the Water System of Mount Joy Borough Authority effective as of May 1, 2012, as subsequently amended from time to time, is hereby amended and restated in its entirety in the accordance with the Rate Schedule presented to this meeting, a copy of which is attached to this Resolution.

RESOLVED FURTHER, that the revised Rate Schedule for 2021-2022 shall be effective as of May 1, 2021 and such revised Rate Schedule shall be reflected on all bills prepared on or after May 1, 2021.

MOUNT JOY BOROUGH AUTHORITY
By: $\qquad$
Attest: $\qquad$

## CERTIFICATE OF SECRETARY

I HEREBY CERTIFY that I am the (Assistant) Secretary of Mount Joy Borough Authority, and that the Resolution set forth above was duly adopted on April 6, 2021 at a public meeting duly called and held, and remains in full force and effect on the date hereof.

IN WITNESS WHEREOF, this Certificate is executed the 6th day of April, 2021.

## REVISED WATER RATE SCHEDULE Effective May 1, 2021

A. Water Rates:

First 8,000 gallons or less per quarter Next 22,000 gallons per quarter
Next 270,000 gallons per quarter Over 300,000 gallons per quarter
$\$ 68.72$ per quarter
\$ 8.59 per thousand gals. per qtr.
\$ 7.44 per thousand gals. per qtr.
\$ 6.94 per thousand gals. per qtr.
B. Private Fire Protection Charges for Sprinkler Connections:

All private fire protection charges shown on the Water Rate Schedule which was in effect on July 1, 2005, remain in full force and effect. Those charges are:

Connection Size
Each 2" Connection
Each 3" Connection
Each 4" Connection
Each 6" Connection
Each 8" Connection
Each 10" Connection
Each 12" Connection

Fire Protection Charge
\$ 75.67 annually
\$ 169.39 annually
\$ 299.69 annually
\$ 677.52 annually
\$1,205.22 annually
$\$ 1,882.69$ annually
$\$ 2,711.00$ annually

## C. Total Water Charges:

Total water charges for each Authority customer are equal to the sum of the charges calculated under Part A plus Part B where applicable.

## MOUNT JOY BOROUGH AUTHORITY

## AMENDMENT TO SEWER RATE RESOLUTION

Resolution No. 5-21

RESOLVED, that the Rate Schedule for sewer service referred to in Section 28 of the Authority's Amended and Restated Rules and Regulations Concerning Connections to, Extensions of, and Use of the Sewer System of Mount Joy Borough Authority effective as of May 1, 2012, as subsequently amended from time to time, is hereby amended and restated in its entirety in the accordance with the Rate Schedule presented to this meeting, a copy of which is attached to this Resolution.

RESOLVED FURTHER, that the revised Rate Schedule for 2021-2022 shall be effective as of May 1, 2021 and such revised Rate Schedule shall be reflected on all bills prepared on or after May $1,2021$.

MOUNT JOY BOROUGH AUTHORITY
By: $\qquad$
Attest: $\qquad$

## CERTIFICATE OF SECRETARY

I HEREBY CERTIFY that I am the (Assistant) Secretary of Mount Joy Borough Authority, and that the Resolution set forth above was duly adopted on April 6,2021 at a public meeting duly called and held, and remains in full force and effect on the date hereof.

IN WITNESS WHEREOF, this Certificate is executed the 6th day of April, 2021.

## REVISED SEWER RATE SCHEDULE

 Effective May 1, 2021
## A. Sewer Rates:

First 8,000 gallons or less per quarter Next 22,000 gallons per quarter
Next 270,000 gallons per quarter Over 300,000 gallons per quarter
$\$ 79.44$ per quarter
$\$ 9.93$ per thousand gals. per qtr.
\$ 7.91 per thousand gals. per qtr.
\$ 7.45 per thousand gals. per qtr.

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

MOUNT JOY BOROUGH AUTHORITY
P.O. BOX 25

MOUNT JOY, PA 17552
INCORPORATED 1948

WATER OPERATING REQUISITION NO.: $\qquad$
DATE:
April 6, 2021

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 reqisitioned, 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:

TOTAL AMOUNT OF THIS REQUISITION:

TOTAL AMOUNT REQUISITIONED TO DATE:
TOTAL CURRENT FISCAL YEAR APPROVED BUDGET:
$\$ \quad 1,235,186.70$

| $\$$ | $17,359.92$ | Payroll | Acct. 27544 |
| :--- | :--- | :--- | :--- | :--- |
| $\$$ | $46,453.04$ | Expenses | Acct. 21510 |
| $\$$ | $63,812.96$ | Total |  |

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\$ \quad 1,298,999.66
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$\$ \quad 2,687,000.00$

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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:
$\$ 1,455,272.14$

TOTAL AMOUNT OF THIS REQUISITION:

| $\$$ | $21,076.14$ | Payroll | Acct. 21544 |
| :--- | ---: | :--- | ---: |
| $\$$ | $29,001.95$ | Expenses | Acct. 21536 |
| $\$$ | $50,078.09$ | Total |  |

TOTAL AMOUNT REQUISITIONED TO DATE:

TOTAL CURRENT FISCAL YEAR APPROVED BUDGET:
$\$ \quad 1,505,350.23$
$\$ \quad 2,883,300.00$


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Transaction

| Source | Transaction Type | Transaction Date | Reference |
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| Accounts Payable | Computer Check | 3/17/2021 | UGI UTILITIES, INC. |
| Accounts Payable | Computer Check | 3/30/2021 | HOME DEPOT CREDIT SERVICES |
| Accounts Payable | Computer Check | 3/30/2021 | PPL |
| Accounts Payable | Computer Check | 3/30/2021 | STANDARD INSURANCE COMPAN |
| Accounts Payable | Computer Check | $3 / 30 / 2021$ | VERIZON WIRELESS |
| Accounts Payable | Computer Check | 4/6/2021 | 1234 MICROTECHNOLOGIES, INC. |
| Accounts Payable | Computer Check | 4/6/2021 | AIRGAS USA LLC |
| Accounts Payable | Computer Check | 4/6/2021 | ALS GROUP USA CORP. |
| Accounts Payable | Computer Check | 4/6/2021 | ARRO CONSULTING, INC. |
| Accounts Payable | Computer Check | 4/6/2021 | BARLEY SNYDER LLP |
| Accounts Payable | Computer Check | 4/6/2021 | CENTURYLINK |
| Accounts Payable | Computer Check | 4/6/2021 | CORE \& MAIN |
| Accounts Payable | Computer Check | 4/6/2021 | DEER COUNTRY FARM \& LAWN, I |
| Accounts Payable | Computer Check | 4/6/2021 | FLEET MASTERS INC |
| Accounts Payable | Computer Check | 4/6/2021 | GUTTMAN ENERGY INC. |
| Accounts Payable | Computer Check | 4/6/2021 | MOUNT JOY SOLAR POWER LLC |
| Accounts Payable | Computer Check | 4/6/2021 | OFFICE BASICS INC. |
| Accounts Payable | Computer Check | 4/6/2021 | PATRIOT PROPANE |
| Accounts Payable | Computer Check | 4/6/2021 | PPL |
| Accounts Payable | Computer Check | 4/6/2021 | R/W CONNECTION, INC. |
| Accounts Payable | Computer Check | 4/6/2021 | RALPH C. ECKELS III |
| Accounts Payable | Computer Check | 4/6/2021 | SCHWANGER BROS \& CO INC |
| Accounts Payable | Computer Check | 4/6/2021 | SHERMAN-GIBSON SYSTEMS CO |
| Accounts Payable | Computer Check | 4/6/2021 | SUBURBAN TESTING LABS |
| Accounts Payable | Computer Check | 4/6/2021 | THE RETIREMENT ADVANTAGE, ] |
| Accounts Payable | Computer Check | 4/6/2021 | WEX BANK |


| Source | Transaction Type | Transaction Date | Reference |
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| Accounts Payable | Computer Check | 3/17/2021 | UGI UTILITIES, INC. |
| Accounts Payable | Computer Check | 3/30/2021 | HOME DEPOT CREDIT SERVICES |
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| Accounts Payable | Computer Check | 3/30/2021 | STANDARD INSURANCE COMPAN |
| Accounts Payable | Computer Check | 3/30/2021 | VERIZON WIRELESS |
| Accounts Payable | Computer Check | 4/6/2021 | 1234 MICROTECHNOLOGIES, INC, |
| Accounts Payable | Computer Check | 4/6/2021 | AIRGAS USA LLC |
| Accounts Payable | Computer Check | 4/6/2021 | ALS GROUP USA CORP. |
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| Accounts Payable | Computer Check | 4/6/2021 | CENTURYLINK |
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| Accounts Payable | Computer Check | 4/6/2021 | GUTTMAN ENERGY INC. |
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## Mount Joy Authority Check Register - Sewer Operating Fund

 WEX BANK| Source | Transaction Type | Transact Date | Reference |
| :---: | :---: | :---: | :---: |
| Accounts Payable | Computer Check | 3/17/2021 | UGI UTILITIES, INC. |
| Accounts Payable | Computer Check | 3/30/2021 | HOME DEPOT CREDIT SERVICES |
| Accounts Payable | Computer Check | 3/30/2021 | PPL |
| Accounts Payable | Computer Check | 3/30/2021 | STANDARD [NSURANCE COMPAN |
| Accounts Payable | Computer Check | $3 / 30 / 2021$ | VERIZON WIRELESS |
| Accounts Payable | Computer Check | 4/6/2021 | 1234 MICROTECHNOLOGIES, INC. |
| Accounts Payable | Computer Check | 4/6/2021 | AIRGAS USA LLC |
| Accounts Payable | Computer Check | 4/6/2021 | ALS GROUP USA CORP. |
| Accounts Payable | Computer Check | 4/6/2021 | ARRO CONSULTING, INC. |
| Accounts Payable | Computer Check | 4/6/2021 | BARLEY SNYDER LLP |
| Accounts Payable | Computer Check | 4/6/2021 | CENTURYLINK |
| Accounts Payable | Computer Check | 4/6/2021 | CORE \& MAIN |
| Accounts Payable | Computer Check | 4/6/2021 | DEER COUNTRY FARM \& LAWN, 1 |
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| Accounts Payable | Compuler Check | 4/6/2021 | GUTTMAN ENERGY INC. |
| Accounts Payable | Computer Check | 4/6/2021 | MOUNT JOY SOLAR POWER LLC |
| Accounts Payable | Computer Check | 4/6/2021 | OFFICE BASICS INC. |
| Accounts Payable | Computer Check | 4/6/2021 | PATRIOT PROPANE |
| Accounts Payable | Computer Check | 4/6/2021 | PPL |
| Accounts Payable | Computer Check | 4/6/2021 | R/W CONNECTION, INC. |
| Accounts Payable | Computer Check | 4/6/2021 | RALPH C. ECKELS III |
| Accounts Payable | Computer Check | 4/6/2021 | SCHWANGER BROS \& CO INC |
| Accounts Payable | Computer Check | 4/6/2021 | SHERMAN-GIBSON SYSTEMS CO |
| Accounts Payable | Computer Check | 4/6/2021 | SUBURBAN TESTING LABS |
| Accounts Payable | Computer Check | 4/6/2021 | THE RETIREMENT ADVANTAGE, ] |
| Accounts Payable | Computer Check | 4/6/2021 | WEX BANK |




# ( $539,001.95$ ) <br> ( $539,001.95$ ) <br> $\mathbf{5 0 . 0 0}$ $\mathbf{5 0 . 0 0}$ $\mathbf{5 0 . 0 0}$ 


Total Payments: Adjustments:
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## 

# MOUNT JOY BOROUGH AUTHORITY <br> WATER SYSTEM <br> RESOLUTION AND REQUISITION 

# WATER SYSYTEM REQUISITION NO.: WBRI 21-6 

Date:
April 6, 2021

## 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:

| Payee | Purpose of <br> Obligation | Amount of this <br> Requisition |
| :--- | :--- | :--- |
| SEE ATTACHED |  |  |
| EXHIBIT "A" |  |  |
|  |  |  |

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 6, $\underline{2021}$ and remains in full force and effect on the date hereof.

THIS CERTIFICATE is executed the 6th_day of_April 2021.
(Secretary) (Assistant Secretary)

## EXHIBIT "A"

## WATER BOND REDEMPTION AND IMPROVEMENT FUND

Payee

Exeter Supply Co., Inc.
117 Prospect Street
Reading, PA 19606

ARRO Consulting, Inc. 108 West Airpot Road Lititz, PA 17543

ARRO Consulting, Inc. 108 West Airpot Road Lititz, PA 17543

Garden Spot Electric, Inc. 360 Hostetter Road
Manheim, PA 17545

Garden Spot Electric, Inc. 360 Hostetter Road
Manheim, PA 17545

Purpose of Obligation

Leak Detection Equipment;
Invoice 313303

Engineering Services for Well\#3 SRBC Docket Renewal; Invoice 0064173

Engineering Services for Fairview Street Water Main Replacement; Invoice 0064172

Well \#1 PLC Upgrades; Invoice 8816

Well \#2 PLC Upgrades; Invoice
\$
6,197.76
Amount of this Requisition
$\$$
16,334.00
\$
$1,827.50$
121.25

6,197.73

8817

