

Mount Joy Borough Authority  
Pre-Authority  
December 20, 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 Angie Fenicle, John Leaman, Joe Ardini, Matt Warfel 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. Matt Warfel provided updates on the following projects and developments:

Well #4 – Myers Brothers started the well drilling today. The contractor hopes to drill 500 feet by the end of the day.

Well 3 & South Jacob Street Water Treatment Plant – ARRO anticipates submission of design documents to the Authority for final review on December 23<sup>rd</sup>. Mr. Warfel stated that ARRO has not yet received the construction permit from PA DEP. Mr. Leaman stated that he spoke with Mr. Mike Hess to inquire about the status and it was stated that the Authority should anticipate receiving the permit this week. Advertisement for bid is anticipated the week of January 16, 2017. Mr. Metzler asked if the Authority has to accept the lowest bidder. Mr. Davis replied the lowest responsible bidder. He proceeded by stating if the lowest bidder is a contractor who did not perform upon bidding conditions on another project and another bidder had to finish the work, the Authority has the right to choose the next lowest bidder.

Wells 1 and 2 Permitting – An operating / construction permit had been issued by PA DEP. ARRO and Authority staff discussed this with PA DEP. A revised draft special conditions letter was received on December 16<sup>th</sup> and is currently being reviewed by ARRO and Authority staff.

Elm Tree – ARRO was provided a construction schedule, with this schedule ARRO made a recommendation on the amount of the construction escrow. At that time, the contractor was expecting to start construction of the utilities in mid-November however, they have not started to date and have not provided an updated schedule. A pre-construction meeting is scheduled for January 4<sup>th</sup>.

1335 Strickler Road– ARRO has recently performed the second review of the improvements plan and provided a comment letter. ARRO anticipates having another review.

**Authority Manager Report.**

Mr. Leaman provided an update on Well 3 docket modification: Mr. Leaman stated that the Authority received notice from SRBC of the requirements that need met for the modification submission. Mr. Leaman stated that the Authority received an email stating the modification packet was considered administrative incomplete. ARRO Consulting and Authority staff are working on the public notifications that need submitted as part of the requirements.

Mr. Leaman provided an update on the PA DEP Well 2 amendment application: Mr. Leaman stated that he spoke with Mr. Rodney Nesmith with PA DEP and he expected to have the revised permit to the Authority within the next week.

Mr. Leaman provided an update on the PA Small Water & Sewer Grant Program: Mr. Leaman stated that he received confirmation that the approved grant application announcements will be moved from December to March due to the high volume of applications that were submitted.

Mr. Leaman provided an update on the Well 4 drilling: Mr. Leaman stated that Myers Brothers started the well drilling operations today.

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

- Mr. Ardini had the opportunity to meet with Capital Area Communications to discuss the communication project. The Authority will receive quotes from Capital Area Communications and Sherman Gibson Systems for approval at the next meeting for the antenna and communication upgrades.
- The easement agreement with Donsco was signed by both parties and returned to Barley Snyder to be recorded.
- The response to the last review from PA DEP was sent back by Watek on December 7<sup>th</sup>.
- ARRO Consulting submitted their PSA for construction management / inspection services. Authority staff is reviewing the agreement. Mr. Metzler asked if the figure will raise since its now a 15 month project not a 12 month project. Mr. Leaman replied that a full-time inspector will not be required for the full 15 months and some of the construction will not require someone to always be present.

Mr. Leaman informed the Board that staff is currently working through an issue regarding the tapping fee resolution and therefore, will not be ready to present to the Board until January.

Mr. Leaman discussed with the Board to appoint the same official representatives for the Authority for the year 2017 as follows;

Solicitor: Barley Snyder

Engineer: ARRO Consulting

Auditor: Trout, Ebersole & Groff

Trustee: Fulton Financial Advisors

Depository: Union Community Bank

The Board had no objections. Mr. Leaman stated the appointment will be approved next meeting.

Mr. Leaman informed the Board that ARRO Consulting is looking to change the client contact from Jimmy Dennis to Dale Kopp. Mr. Kopp will be the project manager for the South Jacob Street Water Plant and Mr. Dennis will continue to do the developer reviews. Mr. Leaman stated that billable hours will be billed at Mr. Dennis's rate.

Mr. Leaman informed the Board that staff has discovered a discrepancy in the 2002 agreement with Lancaster County Wide Communications (LCWC). Mr. Leaman stated that he will contact the director to discuss the situation and will report back to the Board at a later date.

### **Assistant Authority Manager Report**

Mr. Ardini informed the Board that the Construction Department has been working on mxu radio replacements from the last meter reading. There were approximately 50 units that were not functioning out of which nine have yet to be completed.

Mr. Ardini informed the Board that the spectrophotometer at the Wastewater Treatment Plant is not functioning. Staff has contacted a representative from Hach and a new one will cost \$4,071.00. Mr. Ardini also stated that another LDO probe in the aeration tank failed. The cost for a new probe will be \$1,800.00. Mr. Metzler asked if staff can predict the life expedencies of the equipment so that staff can budget for them. Mr. Ardini replied that the equipment has been in operation since the plant was upgraded which was approximately 20 years ago, and therefore there really isn't a way to determine life expedencies.

Mr. Ardini informed the Board that the Construction Department has completed the water main installation on Range Road. Both bacteria samples have come back negative and will complete the pressure testing this week. Mr. Ardini stated that the homeowners will switch over to the new line after the Holidays.

Mr. Ardini informed the Board of an incident that involved a lid on a meter pit that hit one of the employee's personal vehicles. The employee was carrying a sheet of plywood which slipped out of his hand because he tripped and fell on a meter pit which lifted and hit the employee's tailgate on his truck. Mr. Ardini stated that staff instructed him to get a quote for the damage which will cost \$574.73. The Authority Board authorized Mr. Ardini to move forward are repair the vehicle.

Mr. Ardini informed the Board that the flow meter and limitorque valve was received for the filter backwash line at the Carmany Road Water Plant. Staff will schedule this to be installed in January or February.

Mr. Ardini informed the Board that the Borough was notified that PennDOT will be repaving Donegal Springs Road from Musser Road to New Haven Street during the next construction season. When more information is available, it will be relayed.

Mr. Ardini informed the Board that one of the employees was involved in a motor vehicle accident this morning. The employee was not seriously injured and as protocol requires, the employee was sent for a drug and alcohol test which came back negative. Mr. Ardini stated that the front of the vehicle was damaged but was able to drive it to the public works shop. Mrs. Fenicle stated that she has spoken to the insurance company and they are accepting responsibility. The truck will be repaired by Barton's Body shop and the insurance company will be on site to provide an estimate within three to five days.

#### **Business Manager Report.**

Mrs. Fenicle informed the Board of a change that will impact the Authority regarding NSF check return fees. Mrs. Fenicle stated that currently the Authority was not charged if a check was returned to the bank due to non-sufficient funds. Mrs. Fenicle stated that Union Community will charge \$12.00 per fund for checks that are returned. Mrs. Fenicle stated that the Authority currently have the accounts established to allow the bank to rerun the check another time if the check is returned the first time. Mrs. Fenicle stated that the bank will now be charging the Authority for the additional returns as well. Mrs. Fenicle stated that she authorized the bank to run the check one time so the Authority does not incur more than one bank charge if the check is returned.

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

A **MOTION** was made by Mr. Golicher and a second by Mr. Hamm to approve the November 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 change order #1 for Evoqua Water Technologies request to increase the contract amount by \$39,386 as recommended by ARRO Consulting's letter dated December 15, 2016; 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. Golicher to approve the attached Requisition No. 16 as follows: \$54,044.40 from the Water Operating Fund and \$81,651.15 from 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 16-23 in the amount of \$23,448.20 from the Water 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 5:25 PM.

Respectfully submitted,

Robert R. Golicher  
Secretary