

Mount Joy Borough Authority
Regular Monthly Meeting
December 5, 2017
Minutes

The Mount Joy Borough Authority held its regular meeting on this date in the Council Chambers of the Borough Offices Building. Present were Chairman Rebman, Mr. Hiestand, Mr. Hamm and Mr. Metzler. Also present were Angie Fenicle, John Leaman and Joseph Ardini, Dale Kopp from ARRO Consulting and Mike Davis from Barley Snyder. Mr. Derr was absent. Chairman Rebman called the meeting to order at 4:00 PM.

Public Input Period

There was no one present from the public.

Consulting Engineer Report.

Mr. Dale Kopp was present to provide an update for the South Jacob Water Plant Project: Mr. Kopp has reviewed the updated construction schedule and noted the following areas are completed:

- Clear Wells A & B: slab and wall pour one and two complete, wall pour three is scheduled this week; four days ahead of schedule. Mr. Leaman asked who is responsible for the pressure testing. Mr. Kopp replied PACT TWO.
- Neutralization Tank: slab and walls are poured; three days ahead of schedule.
- Raw Water Tank: slab and walls are poured; five days ahead of schedule.
- Well 3 Site: directional drill and E&S completed four days ahead of schedule; the construction driveway is complete; 22 days behind schedule; strip, stockpile topsoil and install berm completed three days ahead of schedule. Mr. Kopp stated that the driveway area found to be quite soft of which the contractor over excavated an additional 6" of depth and placed an additional 6" of large stone. The additional cost \$4,270 which will be reflected in a change order.

Mr. Kopp stated that there is a special meeting with PACT TWO scheduled for December 14th at ARRO to discuss their change order request. Mr. Leaman discussed with the Board the different areas of negotiation.

Authority Manager Report

Mr. Leaman stated that PPL had a contractor clear the easement for the electric line from Little Chiques Park across the creek to Well #3. Mr. Leaman confirmed with Mr. Brian Brubaker that the clearing involved a total of five trees being removed of which the Authority agreed to replace those trees. The trees will be purchased in the spring.

Mr. Leaman provided an update on the vision and dental plans: Mr. Leaman stated that the open enrollment will take place the week of December 11th. Authority and Borough staff will be meeting with Mr. Shatzer this Thursday to review the voluntary benefit options and flexible spending accounts which will be offered to staff.

Mr. Leaman provided an update on the accounting software contract: Mr. Leaman stated that staff signed and returned the required documents with payment.

Mr. Leaman provided an update on the grounding clamps for the water meters: Mr. Leaman stated that the equipment was received. Staff is currently doing work orders and are verifying that these regulations are in place and are documenting. After staff completes the current work order, the homes that were done prior will be verified as well.

Mr. Leaman stated that at last evenings Borough Council meeting, Mr. Hiestand was approved to serve on the Board for the next five years.

Mr. Leaman informed the Board the he received an e-mail from PMAA notifying a possible change to a senate bill SB 656 that could affect Municipal Authorities.

Assistant Authority Manager Report

Mr. Ardini provided an update on the Marietta Avenue Waterline Relocation: Mr. Ardini stated that staff was in contact with PennDOT on the requirement for final restoration. PennDOT will be repairing the section where the water main work was completed, and therefore, the Authority only needs to remediate the valve boxes.

Mr. Ardini informed and updated the Authority Board on issues and statuses for the water system:

- PA DEP has started their filter evaluation today and will finish tomorrow. PA DEP will supply the Authority a written report within 45 days of completion.

Mr. Ardini informed and updated the Authority Board on issues and statuses for the wastewater system:

- The conveyer belt on the discharge conveyer needs repaired. The existing belt on the equipment is the original belt and has been in operation approximately 10 years. The cost to repair is approximately \$900.
- Staff spoke with Evoqua regarding the Dystor panel view and the estimate cost is \$9,000. This repair will be paid from the Sewer Bond and Redemption Fund.

Mr. Ardini informed the Board that there is approximately 50 meters that staff was unable to get a meter reading of which 18 of them will need to be repaired or replaced.

Business Manager Report

Mrs. Fenicle provided an update on the Holiday banner that was purchased by the Authority. It was stated that the banners were intended to be installed prior to the Winterfest event; however, the banners arrived ten days late and when they arrived on December 1, the sizes of the banners were incorrect. The replacement banners should arrive by the end of this week.

Minutes of the Previous Meeting

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

Unfinished Business

There was no unfinished business to discuss.

New Business

Ms. Claudia Shank from McNees Wallace & Nurick was present on behalf of Donegal Square Development. A **MOTION** was made by Mr. Metzler and a second by Mr. Hamm to approve Resolution No. 9-17 to enter into a Deed of Dedication for the Conveyance of Interest in Utility Facilities to serve Donegal Square Development and to release the current letter of credit in the amount of \$31,420.12 and replace with a 15% maintenance bond in the amount of \$31,420.13 as recommended by ARRO Consulting's letter dated November 15, 2017; 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. Hamm to approve the attached Requisition No. 15 as follows: \$43,458.68 for the Water Operating Fund and \$66,484.09 for the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Hamm to approve the attached Requisition No. WBRI 17-21 in the amount of \$15,978.54 from the Water Bond Redemption and Improvement Fund; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Hiestand to approve the attached Requisition No. 15 in the amount of \$19,934.26 from the 2016 Construction Fund; motion carried.

Adjournment

There being no further business, a **MOTION** was made by Mr. Hiestand and seconded by Mr. Metzler to adjourn; motion carried and the meeting adjourned at 5:05 PM.

Respectfully submitted,

John A. Hiestand
Secretary