

Mount Joy Borough Authority  
Pre-Authority  
February 16, 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 and Mr. Hamm. Also present were Joe Ardini, Angie Fenicle, John Leaman, Jimmy Dennis from ARRO Consulting and Mike Davis from Barley Snyder. Mr. Weidman was absent. 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. Jimmy Dennis provided updates on the following projects and developments:

Well 3 & New Water Treatment Plant – ARRO is continuing to move ahead with plant design. The pre-selection packets were opened on January 28<sup>th</sup>. Mr. Dennis stated that Evoqua is the apparent low bidder. ARRO will finish reviewing all the documents and will provide a recommendation for the March 1<sup>st</sup> Authority meeting.

Air Scour System at Carmany Road – The vendor was scheduled to install the temporary/test air scour system for demonstration in one of the filters on January 25<sup>th</sup>, which was pushed to February 1<sup>st</sup>. ARRO was on site to observe the installation and document the test operations. The vendor had a few minor issues to work out and they are scheduled to return this week. Mr. Leaman asked what ARRO's opinion is on the system. Mr. Dennis stated that it looks like the system did get the solids out. Mr. Dennis stated the only difference is the permanent system will be made of stainless steel compared to pvc which is in use now. Mr. Leaman asked if there are any concerns changing to stainless steel and will it operate the same way. Mr. Dennis stated that there are no concerns and that it is made the exact same way.

Pump Station 2 – The demolition of the old station is completed. The final restoration along with paving will be completed in the spring.

Well 1 & 2 – There have been some e-mail exchanges between ARRO and the commission at SRBC during their technical review. All answers have been provided and were acceptable. SRBC continues with the reviewing process.

Miscellaneous Projects - ARRO has completed the draft tapping fee recalculations for both the water and sewer systems. Mr. Dennis stated he will schedule with staff to review. ARRO continues to work on the Authority's Annual Chapter 94 report that is due March 31<sup>st</sup>.

Elm Tree – ARRO has received, reviewed and sent a comment letter on their water and sanitary sewer improvement plans and cost opinion for the Villa's Phase 5C development. This development is ready for the Authority's approval.

**Authority Manager Report.**

Mr. Leaman informed the Board that Authority staff, ARRO Consulting and Mr. Mike Davis scheduled a conference call to discuss the review and recommendation for the pre-selection membrane filters for the new water plant.

Mr. Leaman stated that he attended the SRBC Public Hearing for the modification application for wells 1 and 2 on February 4<sup>th</sup>. There were no public comments or actions at the public hearing. The next commission meeting for action taken to the dockets will be held on March 10<sup>th</sup> in Aberdeen Maryland. Mr. Leaman also informed the Board that he hand delivered a letter of request asking for an extension of time of the docket for unaccounted for water. Mr. Leaman stated that the percentage has decreased from previous years; however, the Authority has not yet contained the 20 percent requirements.

Mr. Leaman stated that the Authority received the final executed penalty document from PA DEP.

Mr. Leaman informed the Board that the Authority received the final water and sewer rate forecasts from Trout, Ebersole & Groff. Mr. Leaman asked the Board to accept these forecasts as presented to them at the last meeting. A **MOTION** was made by Mr. Derr and a second by Mr. Hamm to accept the 2016 – 2020 water and sewer forecasted financial statements; motion carried.

Mr. Leaman informed the Board that the Authority received a draft copy of the compliance audit report for the booster station grant. Mr. Leaman stated a conference call is scheduled tomorrow to finalize the report and the documents will be sent to the state for approval.

Mr. Leaman provided an update on Melhorn Trucking cart wash system: Authority staff continues to monitor the water usage. Melhorn Trucking is still working on adjustments to continue to reduce their water and sewer usage. Mr. Derr asked about the funds that are owed. Mr. Leaman stated that last year the Authority made an agreement with Melhorn Trucking that if they would install the cart wash system and meet their allocation, they would be relieved of the charges. With the new system installed Melhorn's allocation was reduced from the previous amount of 931,845 per quarter to 600,000 per quarter.

Mr. Leaman asked the Board if they wished to discuss healthcare. The Authority Board noted that they are not ready to make a decision and would like more time to review. Mr. Leaman reminded the Board that a 60 day notice must be given to the employee prior to making changes to the current plan; however, no notice needs to be given if changes are made to the employee contributions.

Mr. Leaman stated that he received an email again this year inquiring if he would participate as a steering committee member for the CDBG Grant Funding. Mr. Leaman stated that he has accepted.

Mr. Leaman informed the Board that the lead and copper sampling will be conducted in 2016. The Authority is required to sample every three years, the previous sample results are published in the annual CCR report. Authority staff will generate an article regarding lead and copper in the 2016 annual report. Mr. Leaman stated that staff has not received any calls regarding lead and copper.

### **Operations Manager Report**

Mr. Ardini informed the Board that there was a leak reported on the waterline entering into the Wellington Chase property located off of Bridge Blvd. The repairs were made by their contractor and witnessed by Authority staff. Staff believes that there is still a leak in the system and are expecting Aqua-Tech to be here this week to help find the leak.

Mr. Ardini provided an update on the air scour system: The manufacture had some issues to work on but are hopeful to start back up with testing this week.

Mr. Ardini informed the Board that the Authority received payments from the three properties that had exceeded their yearend water/sewer allocations. New permits with their increased allocations will be mailed to them this week.

Mr. Ardini informed the Board that staff is currently working on the unaccounted for water report for SRBC which is due by March 1<sup>st</sup>. Mr. Ardini stated that the report slightly changed this year which triggered a phone call to SRBC to figure out where some of the prior year information should be located on the new form.

Mr. Ardini informed the Board the he received the service contracts from Dyna-Tech for the Authority's generators. The service agreement is for two years with the first year payment totaling \$525 due to the credit that the Authority received for the old generators and the second year payment will total \$4,545.

Mr. Ardini provided an update on the Marietta Avenue Bridge Project: Mr. Ardini received a phone call from Mr. Tom Carey from Trumbull informing the Authority that they are expecting to have the final figures compiled within the next two weeks. The Authority will be responsible for half the cost.

Mr. Ardini stated that the rebuilt pump for the reserves pump station was installed last week and is performing well.

Mr. Ardini stated that he attended a group workshop held at Rapho Township with managers from the surrounding municipalities regarding possible TMDL's on the Chiques Creek. At this point there have not been any formal limits

set on the tributary but municipalities surrounding the Chiques Creek are concerned about the impact these limits could impose on their municipality. Mr. Ardini stated that Ms. Gibson, Rapho Township's Manager, would like to form a subcommittee for municipalities.

Mr. Ardini stated that PA DEP performed a bio-solids compliance inspection today. PA DEP was pleased with the operations and recordkeeping. The Authority will be receiving a report from PA DEP within the next two weeks.

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

Mrs. Fenicle stated that she had a meeting with Union Community Bank informing the Authority that the banking fee schedule has changed which will save the Authority some money. Mrs. Fenicle stated that there are 3 accounts that will incur bank fees for maintenance because the accounts are used daily and more heavily when depositing the billing revenue.

Mrs. Fenicle stated she was asked at the last meeting the amounts of funds that were paid to Highmark for the HRA payments. Mrs. Fenicle stated that she reviewed the reports and approximately \$25,000 was paid to date.

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

A **MOTION** was made by Mr. Hamm and a second by Mr. Derr to approve the January 19, 2016 meeting minutes; motion carried.

#### **Unfinished Business.**

There was no unfinished business to discuss.

#### **New Business.**

A **MOTION** was made by Mr. Derr and a second by Mr. Hamm to approve Elm Tree Properties, LLC Encroachment Agreement for the Villa at Elm Tree Phase 5C Development; motion carried. Mr. Rebman asked what is encroaching in the right of way. Mr. Ardini stated that it is for storm sewer for the 5C development.

A **MOTION** was made by Mr. Derr and a second by Mr. Hamm to approve Elm Tree Properties The Villas at Elm Tree Phase 5C plans; motion carried.

#### **Any Other Matter Proper to Come before the Authority.**

Mr. Rebman read to the Authority Board a resignation letter he received from Mr. John Weidman. A **MOTION** was made by Mr. Golicher and a second by Mr. Derr to accept Mr. Weidman's resignation letter effective February 16, 2016; motion carried.

Mr. Leaman and Authority Board had a brief discussion on appointment for the vacated position of Mr. Weidman. A **MOTION** was made by Mr. Hamm and a second by Mr. Golicher to authorize Mr. Leaman to submit a letter to Borough Council to accept the appointment of Mr. Chris Metzler; motion carried.

#### **Authorization to Pay Bills.**

A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to approve the attached Requisition No. 19 as follows: \$31,430.32 from the Water Operating Fund and \$48,484.48 from 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 16-3 in the amount of \$20,440.45 from the Water Bond Redemption Improvement Fund; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to approve the attached Requisition No. SBRI 16-3 in the amount of \$1,074.20 from the Sewer Bond Redemption Improvement Fund; motion carried.

#### **Executive Session.**

An executive session was held to discuss real estate matters.

A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to reconvene the public session at 5:38 PM; motion carried.

**Adjournment.**

There being no further business, a **MOTION** was made by Mr. Hamm and seconded by Mr. Golicher to adjourn. Motion carried and the meeting adjourned at 5:41 PM.

Respectfully submitted,

Robert R. Golicher  
Secretary