

Mount Joy Borough Authority
Pre-Authority
February 18, 2020
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. Weems, Mr. Metzler and Mr. Ruffini. Also, present were Angie Fenicle, Joe Ardini and Scott Kapcsos, Jimmy Dennis from ARRO Consulting and Mike Davis from Barley Snyder. Chairman Rebman called the meeting to order at 4 PM.

Public Input Period

Students from Thaddeus Stevens College of Technology were present to observe a meeting as part of their class.

Consulting Engineer Report

Mr. Dennis provided updates on the following projects and developments:

South Jacob Street Water Treatment Plant and Well 3 Site – Mr. Dennis provided a report on updates that occurred the last two weeks. Mr. Derr asked if the punch list items are being addressed. Mr. Ardini replied yes, however, there are many that remain outstanding. Mr. Ardini stated that ARRO is still waiting on close-out documents. Mr. Ardini also stated a meeting with Authority staff, PACT TWO and ARRO Consulting has been scheduled for February 25th to discuss how to move forward and officially close-out the project. It was also noted that ARRO Consulting has submitted payment applications 25, 26 and 27 to be placed on the agenda for the next meeting.

WWTP Clarifier and Thickener Rehabilitation: Heisey Mechanical, LTD has provided ARRO with the Contract documents, ARRO is reviewing and preparing them for the Authority's signatures. The next step will be shop drawing submittal reviews and a pre-construction meeting.

Lumber Street Elevated Tank Rehabilitation: Minaon, Inc. has provided ARRO with the Contract documents, ARRO is reviewing and preparing them for the Authority's signatures. Next step will be shop drawing submittal reviews and a pre-construction meeting.

Pinkerton Road Water Main Replacement – Authority staff has provided ARRO with "red-line" drawings, ARRO is currently creating "as-constructed" documents.

Marietta Avenue Pedestrian Safety – PennDOT's contractor has scheduled another project "kick-off" meeting for February 25th.

Holiday Inn – ARRO is continuing with RPR services for the installation and testing of the water and sewer system improvements.

Farmview Properties – ARRO along with Authority staff has reviewed the revised plan to add two additional dwelling units in the development. The plan now meets the Authority's specifications and ARRO provided a letter of recommendation to approve the plan.

Mount Joy Country Homes Phase 2A – ARRO and Authority staff were contacted requesting the release of their financial security. After review of the records, it was discovered that a final walkthrough of the project needs to occur prior to making a recommendation. The walk through is scheduled for February 21st.

Authority Manager Report

Mr. Ardini stated that staff is currently working on the annual Source Water Protection report which will be submitted by the end of March.

Mr. Ardini stated that staff contacted Industrial Appraisal Company to schedule the bi-annual revaluation and to receive a quote to add Well #3 and South Jacob Street Water Plant properties.

Mr. Ardini provided an update on the AT&T antenna upgrade: Mr. Ardini stated that AT&T is in the process of acquiring their permit from the Borough and looking to start the upgrade in May.

Mr. Ardini noted that the staff budget meeting went well and will meet again in two weeks for one final review.

Mr. Ardini and Authority Board discussed the open position in the Construction Department. Mr. Ardini noted that a discussion took place with LCCTC to see if there are potential candidates after graduation that would meet the requirements and three possibly candidates were noted. Mr. Ardini stated the candidates would follow the procedures of completing an application and interview process.

Mr. Ardini stated that Elm Tree Properties has elected to terminate water and sewer services to 3747 Mount Joy Road. The property owners is accepting full liability of the termination and demolition.

Operations Manager Report

Mr. Kapcsos informed and updated the Authority Board on issues and statuses for the Construction Department:

- Staff has made repairs to two water leaks identified by Fluid Pin Pointing Services:
 - Staff replaced a fire hydrant on Farmington Way.
 - Staff repaired a 1" service line on Mount Joy Road, Meadowfield Drive Easement.

Mr. Kapcsos informed and updated the Authority Board on issues and statuses for the Water System:

- Staff has completed the PA DEP water reporting for January.
- Staff has completed the SRBC unaccounted for water report. The report shows a percentage of 11.7%.
- Mr. Chris Morton continued to cross train at both water plants. He will be placed in the on-call rotation the beginning of March.

Mr. Kapcsos informed and updated the Authority Board on issues and statuses for the Wastewater System:

- Staff has sent the sewer camera out for repairs; the lights were not operating correctly.
- Staff has submitted the annual sludge report.
- Mr. Jim Zink has completed his first weekend duties at the WWTP and it went well.

Mr. Kapcsos informed and updated the Board on other related topics:

- Kamstrup meter replacement update:
 - Staff met with Core and Main's meter specialist for an overview and training on the new meters and equipment and integrating the new reading software into the existing billing software.
 - Staff installed two meters as part of the training.
 - Staff will send letters to the residents on February 24th to kick off the replacement process.
- Fluid Pinpointing Services has completed the leak survey except for Main Street which will be scheduled during the late evening hours. A total of four leaks were found.

Business Manager Report

Mrs. Fenicle informed the Board that the annual worker's compensation audit was conducted today, and the figures were in line with the proposed figures that were prepared. The paperwork will be filed for final approval.

Minutes of the Previous Meeting

A **MOTION** was made by Mr. Ruffini and a second by Mr. Derr to approve the January 21, 2020 meeting minutes as presented; motion carried.

Unfinished Business

A **MOTION** was made by Mr. Metzler and a second by Mr. Weems to give authorization to Mr. Ardini and Mr. Kapcsos to sign the necessary documents related to the Lumber Street Tank Rehabilitation Project and the Wastewater Plant Primary Clarifiers and Thickener Rehabilitation Project; motion carried.

New Business

A **MOTION** was made by Mr. Metzler and a second by Mr. Weems to approve the revised Farmview Properties Development Plans as recommended by ARRO Consulting's letter dated February 11, 2020; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Weems to approve Payment Application No. 6 from Garden Spot Electrical, Inc. in the amount of \$700 for the South Jacob Street Water Treatment Plant and Well 3 as recommended by ARRO Consulting's letter dated February 12, 2020; motion carried.

Any Other Matter Proper to Come before the Authority

Mr. Ardini noted that he and Mr. Kapcsos will be speaking at the Rotary Meeting on March 10th in regard to the water system.

Authorization to Pay Bills

A **MOTION** was made by Mr. Metzler and a second by Mr. Ruffini to approve the attached Requisition No. 20 as follows: \$59,825.25 from the Water Operating Fund and \$64,051.13 from the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Ruffini and a second by Mr. Weems to approve the attached Requisition No. WBRI 20-04 from the Water Bond Redemption and Improvement Fund in the amount of \$700; motion carried.

Adjournment

There being no further business, a **MOTION** was made by Mr. Derr and seconded by Mr. Weems to adjourn. Motion carried and the meeting adjourned at 4:50 PM.

Respectfully submitted,

Steven M. Weems
Secretary