

Mount Joy Borough Authority
Regular Monthly Meeting
February 2, 2016
Minutes

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

Public Input Period.

There was no one present from the public.

Presentation from Trout, Ebersole & Groff

Ms. Carol Roland and Mr. Chris Johnson were present to review the accompanying statements of forecasted cash receipts and disbursements which include the bond redemption and improvement funds for both the water and sewer systems for the years ending April 30, 2016 through 2020.

Authority Manager Report.

Mr. Leaman stated that the Authority received two bids for the pre-selection of the membrane filters on January 28th. The two bidders were Pall Corporation and Evoqua Water Technologies. The apparent low bidder based upon life cycle of the equipment was Evoqua. ARRO Consulting is in the process of evaluating both bids before making a recommendation to the Authority.

Mr. Leaman informed the Board that he will be attending the SRBC Public Hearing event on February 4th for the Authority's modification application for wells 1 and 2.

Mr. Leaman informed the Board the SRBC contacted the Authority to perform a compliance inspection. Mr. Leaman stated that he asked for a time extension due to the installation of the air scour system in which the extension was granted. Mr. Leaman also stated that he will be drafting a letter to SRBC regarding the unaccounted for water percentage. Mr. Leaman stated that the Authority is still around 25.8 percent unaccounted for water in which the threshold for SRBC is 20 percent or lower. Mr. Leaman stated that the docket stated that the Authority was to meet this threshold by June 2016. Mr. Leaman stated that staff continues to investigate the unaccounted for water and continue to replace meters in the commercial properties. Mr. Leaman stated he will be sending a letter asking for a time extension on the 2011 dockets and will note that the Authority has spent approximately 2 million in the last five years through various system improvements in an effort to help reduce the unaccounted for water percentage. Mr. Derr asked what the other municipalities percentages look like. Mr. Leaman stated that they range as low as three to four percent and as high as 60 percent. Mr. Hamm asked if fire protection can be considered into this formula. Mr. Ardini stated that in previous years there was a spot on the form to include this information; however, the current does not appear to have a location for this information. Mr. Ardini stated he has a call into SRBC to verify where this information needs to be inserted. Mr. Rebman asked if the fire department contacts the Authority when they anticipate using water for training purposes. Mr. Ardini stated that they do contact the Authority ahead of time and an estimate is established.

Mr. Leaman informed the Board that Mr. Mike Davis provided a response letter to the attorney representing Farmview Properties in regards to the Declaration of Easement and Maintenance Agreement.

Mr. Leaman informed the Board that the Authority received a revised penalty statement from PA DEP which included the Authority's requests. The final signed documents and check will be sent to the department by Wednesday this week.

Mr. Leaman informed the Board that Trout, Ebersole & Groff expects to have a draft copy of the compliance audit for the booster station grant for review by February 5th.

Mr. Leaman informed the Board that an employee meeting was held on January 27th to discuss the pension amendments with staff. Mr. Stacy Heistand from Asset Strategy was present to explain the changes to the plan

document. Mr. Leaman stated that he talked to the employees about receiving annual statements or bi-annual statements as requested by the Board. Mr. Leaman stated that 11 of the 15 employees wish to receive these annual statements. Mr. Leaman reminded the Board that the initial cost to set up employees to receive these statements on the off years would be \$600.00 and thereafter after would be \$300.00. The Authority Board approved staff to move forward with Markley Actuarial Services to supply the employee's with annual statements.

Mr. Leaman stated that Rapho Township sent an email indicating that they will be making a request for sewer EDU's based upon the letters the Authority sent to Rapho Township last year. The Township Manager felt she would have the request letter to the Authority after the first week in February.

Mr. Leaman provided an update on Melhorn Trucking: the cart wash system was installed and operational on January 15th. Melhorn Trucking is working on adjustments to the system to meet their reduced water and sewer allocations.

Mr. Leaman provided the Board with a worksheet outlining the current health care coverage along with some options if the Authority Board chooses to make some changes. Mr. Leaman stated that he is not looking for a decision at this meeting, however wanted to give an outline for the Board to review as staff and the Authority Board will need to discuss health care changes moving forward at future meetings.

Mr. Leaman provided an update on the handbook: Ms. Jennifer Craighead from Barley Snyder finished reviewing and submitted minor corrections to Mr. Hershey. Mr. Leaman stated that the handbook is now in the process of being assembled. The final document will on the March 7th Council agenda for approval and the Authority will then approve at its second meeting in March.

Operations Manager Report.

Mr. Ardini stated that with the recent snow storm event, all the Authority properties are in good shape. Staff did a great job at keeping the facilities open and had finished cleaning the properties on Monday.

Mr. Ardini provided an update on Pump Station 2 project: Staff and ARRO Consulting conducted a walkthrough and have some deficiencies that need to be addressed. ARRO Consulting is creating the punch list for the contractor.

Mr. Ardini provided an updated on the Air Scour system: the system was installed in filter 1 by Unifilt during the week of January 25th. The contractor is having some startup issues but is working to resolve them. The unit will be online for three to four weeks and ARRO will then compile the results. The results will be reviewed by ARRO and Authority staff prior to scheduling a meeting with PA DEP.

Mr. Ardini stated that the Authority has generators that were removed from the prior booster station and pump station 2. Neither of these generators can be utilized at any of the Authorities four locations. Mr. Ardini stated he contacted Dyna-Tech inquiring if they would like to purchase the units in exchange for a credit towards services; an email was received with the credit slip in the amount of \$3,500.00. The Board is an agreement with this solution.

Mr. Ardini informed the Board that staff is currently working on the Chapter 94 report for year ending 2015. The report consists of anticipated connections onto the sewer system and if any anticipated overloads are projected in the next five years.

Mr. Ardini stated that last Friday a homeowner at 5176 Fieldview Drive called stating there is sewer coming out of the cleanout in the front yard. Mr. Ardini stated that staff had to repair a sewer lateral connection.

Mr. Ardini stated that staff has almost completed the installation of the new primary sludge pump. When this is completed, the manufacturer representative will conduct the startup.

Mr. Ardini stated that he received an email from Mr. Karl Wink at PennDOT stating that all individuals had reviewed the documents that were sent and the Authority may send their submittal for reimbursement for the waterline installation on Marietta Avenue Bridge.

Mr. Ardini stated that he will be attending a group workshop on February 11th at Rapho Township in regards to possible TMDL's on the Chiques Creek. A Total Maximum Daily Load (TMDL) is a regulatory term in the U.S. Clean Water Act, describing a value of the maximum amount of a pollutant that a body of water can receive while still meeting water quality standards. Alternatively, TMDL is an allocation of that water pollutant deemed acceptable to the subject receiving waters.

Mr. Ardini informed that Board that staff believes there is a leak in the system and is possibly a 4" or a 6" pipe. Mr. Ardini stated that staff is trying to locate the possible area and have ruled out the high service area sections of town. Mr. Ardini stated that Aqua Tech will be present Monday to help locate the leak.

Business Manager Report.

Mrs. Fenicle had nothing to report.

Minutes of the Previous Meeting.

A **MOTION** was made by Mr. Hamm and a second by Mr. Derr to approve the January 5, 2016 meeting minutes; motion carried.

Unfinished Business.

There was no unfinished business to discuss.

New Business.

There was no new business to discuss.

Any Other Matter Proper to Come Before the Authority.

There was no any other matter proper to come before the Authority.

Authorization to Pay Bills.

A **MOTION** was made by Mr. Derr and a second by Mr. Hamm to approve the attached Requisition No. 18 as follows: \$63,010.40 for the Water Operating Fund and \$91,294.84 for the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Hamm to approve the attached Requisition No. WBRI 16-02 from the Water Bond Redemption and Improvement Fund in the amount of \$5,525.00; motion carried.

Executive Session.

An executive session was held to discuss a real estate matter.

A **MOTION** was made by Mr. Derr and a second by Mr. Hamm to reconvene the public session at 5:36 PM; motion carried.

Adjournment.

There being no further business, a **MOTION** was made by Mr. Derr and seconded by Mr. Hamm to adjourn; motion carried and the meeting adjourned at 5:37 PM.

Respectfully submitted,

Richard S. Hamm
Assistant Secretary