

Mount Joy Borough Authority
Pre-Authority
January 16, 2018
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, and Mr. Hamm. Also present were Angie Fenicle and Joe Ardini, Dale Kopp from ARRO Consulting and Mike Davis from Barley Snyder. Mr. Hiestand and Mr. Metzler were 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. Dale Kopp provided updates on the following projects and developments:

South Jacob Street Water Treatment Plant and Well 3 Site – Mr. Kopp noted the following:

- ARRO forwarded a response letter to PACT TWO relative to the Change Order #2 request on December 22nd.
- The contractor did not work the week of January 2nd due to extremely cold weather.
- ARRO forwarded a response letter to PACT TWO relative to the Change Order #1 request and the December 14th meeting on January 5th.
- A workshop meeting with PACT TWO and Garden Spot Electric took place at Watek's office on January 9th to coordinate the final locations of equipment, anchor bolt locations and conduit runs with the slab.

Mr. Kopp stated that a construction schedule was not received prior to coming to the meeting this evening. Mr. Derr asked if it was discussed with PACT TWO regarding the request to update the overall schedule to show the amount days that the project is one schedule, behind or ahead. Mr. Kopp noted he did and their program is not designed to calculate it in that way. Mr. Kopp stated that he will work with them to get the requested information on the construction schedule reports.

DCED Grant Application – ARRO Continues to work with Authority staff to create exhibits for the Well 1 and 2 improvements.

Carmany Road Nitrate Resin Replacement – ARRO received a call from PA DEP asking if the flow rate through the nitrate units would be reduced during the rehabilitation work. ARRO forwarded a response stating that one nitrate unit can handle the current flow rate through the plant. The permit should be forthcoming within the next two weeks.

Laurel Harvest Labs – ARRO has provided the design firm with construction details for the proposed facility, they are planning to provide a review submittal I the near future.

1335 Strickler Road – The contractor started the installation of the water and sanitary sewer improvements on December 9, 2017.

950 Square Street – ARRO completed a review of the second submitted plan and provided a comment letter.

Flyway Properties – ARRO completed the first review of the submitted plan and provided a comment letter.

Authority Manager Report.

Mr. Ardini reported on behalf of Mr. Leaman.

Mr. Leaman and Sam Sulkosky spoke with the Borough solicitor regarding the Municipay agreements. There are concerns with a few sections of the agreement. Staff is looking to make one final call to Municipay to see if they are willing to revise the agreement. If that doesn't work out, staff will be looking at other providers.

Mr. Leaman received the pension comparison spreadsheet for Markley Actuarial. He will schedule to have Stacy Heistand attend the February 6th Board meeting to discuss the spreadsheet.

Mr. Leaman and Mr. Ardini have been doing preliminary work for the DCED grant application. All the endorsement request letters are ready to be sent out, which will take place the week of January 15th.

Mr. Leaman received the proposals from The ARM Group for two separate ER studies. Mr. Ardini mentioned that both areas contain 35 acres of ground at \$7,500 for each study. Mr. Derr asked if it would be wise to do the study on the ground the Authority owns first. Mr. Ardini stated that staff feels both areas should be completed to possibly entertain a Well #5. A **MOTION** was made by Mr. Derr and a second by Mr. Hamm to authorize staff to have The ARM Group perform two separate ER studies as presented: motion carried.

Assistant Authority Manager Report

Mr. Ardini provided an update on the Construction Department.

- There were a few more frozen water services and frozen water meters that have been addressed by staff, none of the issues were the authority's responsibility.
- Staff believes there is a water leak in the distribution system, Fluid Pinpointing and staff are working on finding the leak. As of today, three hydrant leaks and one service leak were found.

Mr. Ardini provided an update on the Water Plant.

- Filter Evaluation Update: A meeting will be held later this week in council chambers.
- Authority staff will be working on the SRBC unaccounted for water report and should have the final numbers for the next meeting.

Mr. Ardini provided an update on the Waste Water Treatment Plant.

- Authority staff has worked through the program issues he had with Dystor, everything is working well.

Mr. Ardini stated that Lancaster County Communications was in and upgraded the software on the Authority's radios at no cost to the Authority. Mr. Ardini also noted that Moyer Communications installed the two-way radio in the new service truck.

Business Manager Report.

Mrs. Fenicle stated that staff met with Union Community Bank to discuss the Authority's bank accounts. Union Community's staff noted the information that was presented and will be reviewing the accounts and will supply recommended services in a couple of weeks.

Mrs. Fenicle stated that staff is finalizing the FSA change and procedures of communication and transferring the funds. The Authority has completed and submitted their set of paperwork requested by Maestro to continue to have to separate accounts.

Mrs. Fenicle provided an update on the accounting software: Mrs. Fenicle noted that some of the templates were not loaded by blackbaud, however, as of today, they were received and will complete the templates over the course of the next couple weeks.

Minutes of the Previous Meeting.

A **MOTION** was made by Mr. Derr and a second by Mr. Hamm to approve the December 19, 2017 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 Payment Application No. 5 from PACT TWO in the amount of \$355,845.15 for the South Jacob Water Treatment Plant and Well 3 as recommended by ARRO Consulting's letter dated January 9, 2018; motion carried

Any Other Matter Proper to Come before the Authority.

Mr. Ardini stated that Mr. Leaman was contacted by a gentleman about Mr. Jury's property asking if the Authority still had interest in the property. The Authority Board asked staff to report back that the Authority continues to have interest in that property when it becomes available.

Authorization to Pay Bills.

A **MOTION** was made by Mr. Hamm and a second by Mr. Derr to approve the attached Requisition No. 18 as follows: \$35,276.40 from the Water Operating Fund and \$35,991.40 from 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. SBRI 18-2 from the Sewer Bond Redemption and Improvement Fund in the amount of \$7,928.00; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Hamm to approve the attached Requisition No. 18 from the 2016 Construction Fund in the amount of \$355,845.15; 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 4:53 PM.

Respectfully submitted,

Larry A. Derr
Vice-Chairman