

Mount Joy Borough Authority
Pre-Authority
January 17, 2017
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, Mr. Hamm and Mr. Metzler. Also present were Angie Fenicle, John Leaman and Joe Ardini, Matt Warfel, Dale Kopp and Adam VanHorn from ARRO Consulting and Mike Davis from Barley Snyder. Chairman Rebman called the meeting to order at 4:00 P.M.

Public Input Period.

Mr. Josh Deering from 33 Frank Street, Mount Joy and Mr. Samuel Sulkosky, Borough Manager were present with nothing to report.

Consulting Engineer Report.

Mr. Matt Warfel provided updates on the following projects and developments:

Well #4 – The holes were drilled to 1,000 feet below ground surface.

- Hole 1 – Water was encountered at 980 feet below ground surface. After 24 hours the water level in the well was approximately 40 feet below ground surface. The estimated blown yield from the well is 100 to 200 gallon per minute.
- Hole 2 – A large water bearing zone was not encountered. Drilling was steady with limited open zones and had roughly 10 to 20 gallons per minute.

Mr. Warfel stated that Mr. Harman will be providing his recommendations to the Authority staff within the next week.

Well 3 & South Jacob Street Water Treatment Plant – Mr. Matt Warfel introduced Mr. Adam VanHorn to the Authority Board. Mr. VanHorn will be the full-time inspector for this project and will be reporting to Mr. Dale Kopp, project manager.

Mr. Warfel stated that ARRO submitted the design documents to the Authority for final review on December 23rd and the design group met with Authority staff on January 5th. The PWS permit was received on January 10th. Mr. Warfel stated that the final design was completed on January 13th and the project was advertised on January 16th. Mr. Warfel stated the ARRO has received a significant amount of interest from contractors. Mr. Derr asked what the date is for the pre-bid meeting. Mr. Leaman replied February 6th at 10:00 AM. Mr. Leaman asked the reason for the six week time frame to submit the bids. Mr. Warfel replied to give the contractors adequate time to review, prepare and submit the bid as this is a large in-depth project. Mr. Derr asked if the contractors must share their subcontractors in the bids. Mr. Warfel stated that all contractors must share their subcontractors and the subcontractors are also reviewed.

Wells 1 and 2 Permitting – A final operating / construction permit was issued on December 22, 2016. Copies of the New Source Sampling test results were submitted to PA DEP on January 3, 2017.

Elm Tree – The Villa's at Elm Tree Phase 5C – ARRO attended a preconstruction meeting on January 5th. The construction is expected to begin within the next two weeks and it is anticipated that construction and testing activities will last four to six weeks. Elm Tree Phase 4B – The third plan for water and sewer improvements was completed. All previous comments have been properly addressed and therefore, ARRO is recommending approval of the plan.

1335 Strickler Road– ARRO has performed the third review of the improvements plan. All previous comments have been properly addressed and therefore, ARRO is recommending approval of the plan.

Authority Manager Report.

Mr. Leaman provided an update on the monitoring plan for Charles Spring: Mr. Leaman stated that ARRO Consulting was contacted by SRBC requesting additional information on the weir measurements which is being proposed for the monitoring plan. The requested information was sent to SRBC on January 6, 2017.

Mr. Leaman provided an update on Well 3 docket modification: Mr. Leaman stated that the Authority received notice from SRBC of a public hearing on February 2nd at which time the Authority's Docket Modification Application will be available for comment. Mr. Leaman stated that he plans on attending the hearing which will be held at the State Capitol Building.

Mr. Leaman provided an update on the Well 4 drilling: Mr. Leaman stated that Myers Brothers completed the second drilling last week. The drilling operations were stopped at a depth of 1,000 feet with only approximately 20 gallons per minute seen. Mr. Leaman stated that Mr. Mark Harman will be submitting a summary of findings and recommendations to the Authority by the next meeting.

Mr. Leaman provided an update on the South Jacob Street Water Plant (New Water Plant):

- The Authority received the DEP Construction Permit on January 10th.
- ARRO Consulting contacted the newspaper to advertise the project. The advertisement will advertise on two dates with the first occurring on January 16th and the next one on January 23rd.

Mr. Leaman discussed with the Board if there were interest in holding a ground breaking ceremony. The Authority Board is interested in the idea and authorized staff to move forward. Mr. Leaman stated that he will reach out to ARRO Consulting to plan the event.

Mr. Leaman informed the Board that the new dehumidification replacement unit for Carmany Road Water Plant has been delivered to McClure Company. The installation should occur within the new few weeks.

Mr. Leaman informed the Board that the Borough and Authority staff is looking at dates during the week of February 13th to have a follow up meeting with Highmark and Benecon to discuss the Healthcare transition.

Mr. Leaman informed the Board that he reached out to Thaddeus Stevens letting them know the Authority is interested in moving forward with the internships. Mr. Leaman stated that students will submit applications in the spring to start their internship during the summer. Mr. Leaman stated that staff will need to incorporate these funds in the next fiscal year budget.

Assistant Authority Manager Report

Mr. Ardini informed the Board that the Construction Department repaired a service leak at 26 North Jacob Street last Thursday. The service line was replaced from the water main to the curbstop.

Mr. Ardini informed the Board that the invoices were sent to the customers exceeding their permitted allocations. The Authority received a call disputing their invoice because of a leak. Mr. Ardini stated that staff is looking into their dispute.

Mr. Ardini informed the Board that the Construction Department will be switching over the water service line at the Mount Joy Sportsmen's property this Thursday. Staff is still waiting on the ground to harden before installing the water service line for one of the properties on Range Road.

Mr. Ardini informed the Board that Abel Recon has started the sewer lining project on Chestnut Street and Marietta Avenue last week.

Mr. Ardini informed the Board that there was an abandoned water service line that was found to be leaking on David Street. Authority staff disconnected the service.

Mr. Ardini provided an update on 977 West Main Street: Mr. Ardini stated that they are currently getting pricing but have not yet provided any feedback since the last meeting.

Business Manager Report.

Mrs. Fenicle informed the Board that she received a response in regards to Union Community Bank's ACH service fees. Mr. Fenicle stated that Union Community will charge the Authority \$15.00 per month for the ACH access and will cost \$.15 per item and will waive the customary \$5.00 per month bill payment fee since the Authority is a municipality. Mrs. Fenicle also stated she received clarification on why two HSA bank accounts had to be established for one health plan and this is due to the IRS provides for banks to submit one taxpayer identification number per account. Mrs. Fenicle stated she will be meeting with Jennifer Reeder this Thursday to set-up and review how these transactions will occur thru online banking.

Mrs. Fenicle stated that a meeting is scheduled for this Thursday to meet with Susan Menges to discuss her findings in how the checks are being processed at the bank.

Mrs. Fenicle stated that a meeting is scheduled for tomorrow with ADP to review what they can offer to the Authority for ACA reporting.

Minutes of the Previous Meeting.

A **MOTION** was made by Mr. Golicher and a second by Mr. Hamm to approve the December 20, 2016 meeting minutes; motion carried.

Unfinished Business.

Mr. Ardini stated that he received clarification per Mr. Mike Davis's request on what the limited liability coverage is for Sherman-Gibson Systems quote #Q16-052 for the telemetry system interfacing and communication upgrade project. Mr. Ardini stated that the liability amount is for the full amount of the quote. Mr. Davis was satisfied with the information received.

New Business.

A **MOTION** was made by Mr. Metzler and a second by Mr. Hamm to approve the two year renewal agreement between Mount Joy Borough Authority and Borough of Mount Joy for the Public Works Facility and Administrative Building which will expire on December 31, 2018; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to approve Resolution No. 2-17 to revise the Water System Tapping Fees effective February 1, 2017; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to approve Resolution No. 3-17 to revise the Sewer System Tapping Fees effective February 1, 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. Golicher and a second by Mr. Derr to approve the attached Requisition No. 18 as follows: \$50,365.26 from the Water Operating Fund and \$50,409.80 from 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 17-2 in the amount of \$11,769.62 from the Water Bond Redemption Improvement Fund; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Hamm to approve the attached Requisition No. SBRI 17-1 in the amount of \$343.96 from the Sewer Bond Redemption Improvement Fund; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Metzler to approve the attached Requisition No. 1 in the amount of \$446,597.31 from the 2016 Construction Fund; motion carried.

Adjournment.

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

Respectfully submitted,

Robert R. Golicher
Secretary