

Mount Joy Borough Authority  
Pre-Authority  
June 21, 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, Mr. Hamm and Mr. Metzler. Also present were Angie Fenicle, John Leaman, Joe Ardini, Jimmy Dennis from ARRO Consulting and Mike Davis from Barley Snyder. Chairman Rebman called the meeting to order at 4:00 P.M.

**Public Input Period.**

There was no one present from the public.

**Presentation from Mr. Doug DeClerck on Lumber Street Water Tower.**

Mr. Doug DeClerck was present to report on the condition of the water tower on Lumber Street. Mr. Doug DeClerck stated that he evaluated three areas of the tank; 1) Interior Wet Chamber: recent evaluations of existing surface indicate that the existing conditions are such that reconditioning is not necessary. The protective coating is estimated to have approximately seven more years of useful service before rehabilitation is needed on the interior wet chamber. 2) Interior Dry Chamber: recent evaluations of existing surface indicate that the existing conditions are such that reconditioning is not necessary. The protective coating is estimated to have approximately seven years of useful service before rehabilitation is needed. 3) Exterior: recent evaluations of existing surface indicate that the existing conditions are such that reconditioning is not necessary. The protective coating is exhibiting deteriorating, mainly on the upper shell walls of the water holding container and spot locations on the skirt. Mr. DeClerck stated that the coating failure is more of an appearance issue than a serious structural deficiency. This condition would need to remain unchecked for at least 20 years before negative structural integrity would come into play. Mr. DeClerck recommended that the exterior be reconditioned within the next seven years. Mr. DeClerck did present available options for the Authority Board and staff to review and discuss what is the best option for the Authority. Mr. Leaman asked the duration of time the tank would need to be off line to recondition the entire exterior of the tank. Mr. DeClerck replied eight weeks at the minimum depending on weather, at the worse 12 weeks. Mr. Leaman stressed the risk of taking the tank off line with one water plant and recommended waiting till the new water plant is on line in 2018 to fully inspect the entire tank for accuracy and do a complete reconditioning at that time. Mr. Metzler stated that it's more of an appearance issue that the public is concerned about. Mr. Metzler suggested that the Authority work on providing information to Borough Council and the customers on the tank mentioning that it is not beneficial to recondition the tank as there is no structural damage, only cosmetic damage. Mr. Metzler also stated that it is not conservative if the Authority would spend the funds to temporary cover up the cosmetic damage and 3 years later spend the funds again to recondition the entire tank. The Authority Board moved to wait until the water plant is constructed before moving forward with this project. Mr. Rebman stated that he would like to see an article in the next Borough Newsletter, Authority Annual Report and on the website, to educate individuals on the condition of the tank.

**Consulting Engineer Report.**

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

Pump Station 2 – The O&M manuals are being finalized. ARRO is creating final “as-constructed” documents and there also needs to be a storm water management plan survey for final closeout which is scheduled.

Well 3 & New Water Treatment Plant – ARRO is continuing to move ahead with plant design. ARRO is currently working on electrical, structural and HVAC. There is a final design coordination meeting scheduled for June 28<sup>th</sup>. ARRO met with the Borough to provide additional information as requested and are planning to attend the July Mount Joy Borough Planning Commission meeting. ARRO received land development comments from East Donegal Township that are being addressed and ARRO staff attended their June meeting to brief them on the plan.

Air Scour System at Carmany Road – ARRO met with Authority staff to review the reports. Based upon the report's recommendations, Authority staff wanted to perform some more testing to confirm the recommendations of the report will provide the results needed at the water plant. Authority staff is currently working on these tests.

Donsco Property / Well Site – Myers Brothers were on site June 13<sup>th</sup> to pull the casing and fill the hold with grout. They experienced equipment issues and were not able to complete the work. When the repairs are completed, they will reschedule to finish the project.

Donegal Square – There has been no work on the construction, however, they have requested additional Edu's. ARRO is waiting for additional information requested before a recommendation letter is drafted.

Farmview Properties – ARRO has reviewed shop drawing submittals and they are complete and ready to begin construction. They are scheduled to start construction on June 27<sup>th</sup>.

Keystone Chapter of ABC – ARRO and Authority staff has reviewed the revised "as-constructed" plans and a comment letter was generated with required changes.

Calvary Bible Church – A plan was submitted for expansion of their facility. The plan was reviewed and a comment letter was generated this week.

### **Authority Manager Report.**

Mr. Leaman provided an update on the SRBC monitoring plan for Charles Spring: Mr. Leaman stated that to date, the Authority has received no response. Mr. Leaman stated that ARRO has completed a draft water resource plan and anticipates the plan will be ready to submit to SRBC in July. Mr. Davis has reviewed and made comments to the plan and ARRO will be present at the July 5<sup>th</sup> meeting to present the plan to the Board.

Mr. Leaman provided an update on Well #1 allocation increase: Mr. Leaman stated that he and Mr. Ardini attended the SRBC meeting for action on the increased allocation to Well #1 and the requested increase to the 30 day average was approved. Mr. Leaman stated the he anticipates within three weeks to receive an amendment to the docket reflecting the approved increase.

Mr. Leaman provided an update on Well #2 allocation increase: Mr. Leaman stated that he received an e-mail from DEP indicating they will be submitting a letter in the near future listing the necessary items needed to evaluate the requested increase for Well #2.

Mr. Leaman provided an update on the well drilling on Donsco Property: Mr. Leaman stated that the Authority received a map showing two potential sites for well drilling. The map was forwarded to Mr. Art Mann for review. Mr. Leaman stated that he will contact him to verify if the sites are acceptable and if so, will contact Mr. Davis to amend the previous agreement with the new sites. Mr. Leaman also stated that Myers Brothers mobilized on June 13<sup>th</sup> to perform the abandonment of the test well; however, experienced a problem with the grout pump and were not able to finish the job. Myers Brothers will reschedule for another day in about two weeks.

Mr. Leaman provided an update on healthcare: Benecon emailed last week stating the actuary requested claim history for the individual groups through 2016 to provide the most accurate pricing. Highmark had provided the claim history for 2013 to year end 2015. Mr. Leaman stated this request will push back the response date.

Mr. Leaman stated that he expects to have the AWWA Water & Sewer Rate Survey completed within the next week. Mr. Leaman stated that as he started the survey it became more in-depth than anticipated.

Mr. Leaman stated that the audit is wrapping up as Mrs. Fenicle and himself are preparing the Manager's Discussion & Analysis section of the audit. Staff anticipates to have this completed by Friday this week. Mr. Leaman informed the Board that Trout, Ebersole & Groff will be at the Finance Committee meeting to present the draft audit on July 13 and will attend the July 19 Board meeting to present the final audit.

Mr. Leaman informed the Board that he will review the capital improvement plan at the 1<sup>st</sup> or 2<sup>nd</sup> meeting in July.

Mr. Leaman mentioned to the Board that staff has drafted a calendar of events schedule to post on the website to educate customers of the collection, invoice and posting procedure for utility billing. Mr. Leaman provided the

Board with a copy of the drafted events for review. The Authority Board commended staff of the idea and authorized staff to publish the information on the website.

### **Assistant Authority Manager Report**

Mr. Ardini stated that staff ordered and received the meters for the meter replacement program for the commercial customers and will be coordinating the installations over the next few months.

Mr. Ardini informed the Board that staff has projected a hydrant flushing schedule that will take place on Tuesday, Wednesday and Thursday of each week. There are approximately 500 hydrants within the system. Staff will place an ad in the merchandiser and post it on the web site. Mr. Rebman asked what the purpose is for flushing hydrants. Mr. Ardini replied it is part of DEP requirements to test hydrants.

Mr. Ardini stated that he received a call from an owner on Blossom Trail to report running water within the storm sewer. Authority staff was able to backtrack where the water was coming from and verified that it was potable water. Mr. Ardini stated that staff repaired a service line on Blossom Trail as the leak happened prior to the curb box.

Mr. Ardini stated that he was informed by staff that the Sym-Bio computer for the aeration tank is not functioning but the PLC program is still operating. Mr. Bruce Sherman was at the Wastewater Plant to assess the computer and an estimate was given between \$3,000 to \$5,000 to repair the computer. Mr. Ardini also stated that typically the computers are not a budgeted item, however asked if this is something staff should be adding to the capital improvement plan as these are considered upgrades. Mr. Ardini stated that the computers will be replaced at the water plant and the wastewater plant when the new water plant is in service. Mr. Golicher stated that if a rotation is set to upgrade the computers every three years, then all the computers need to be on that rotation. The Authority Board authorized staff to repair the current equipment.

Mr. Ardini stated that Kline's Service will be present within the next couple weeks to clean out all the pump stations. Mr. Ardini reminded the Board that this is a budgeted item that is expected every year to remove unwanted debris from the stations.

Mr. Ardini informed the Board that Mr. Zach Dennis has passed his CDL driving test. All Authority Operators and Construction Laborers are licensed to operate equipment.

Mr. Ardini informed the Board that staff will be placing two new hydrants within our system for flushing purposes. One hydrant will be placed on Sentz Drive and will cost \$3,693.65 and the other on Walnut Street and will cost \$1,255.00. The Authority Board authorized staff to move forward.

Mr. Ardini informed the Board that one of the employees was injured using a saw as he was cutting fittings off of pipes. He was taken to the clinic and received stitches and returned back to work.

### **Business Manager Report.**

Mrs. Fenicle had nothing to report.

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

A **MOTION** was made by Mr. Derr and a second by Mr. Hamm to approve the May 17, 2016 meeting minutes; motion carried.

### **Unfinished Business.**

There was no unfinished business to discuss.

### **New Business.**

A **MOTION** was made by Mr. Golicher and a second by Mr. Metzler to approve M2 Construction, LLC. Payment request No. 12 for the Pump Station 2 Project in the amount of \$24,437.50 as recommended by ARRO Consulting's letter dated June 9, 2016; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Derr to authorize the reductions of letter of credit #D006794 for G&L Developers for Green Park Phase 4 in the amount of \$245,297.25 retaining a balance of \$43,287.75 which will serve as the 18 months maintenance guarantee as recommended by ARRO Consulting's letter dated May 25, 2016; motion carried.

A **MOTION** was made by Mr. Golicher and a second by Mr. Metzler to approve Resolution No. 6-16 to enter into a Deed of Dedication for the Conveyance of Interest in Utility Facilities to serve Green Park Phase 4 as recommended by ARRO Consulting's letter dated May 25, 2016; motion carried.

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

Mr. Rebman asked if there was any talk about holding an open house anytime soon. Mr. Rebman stated that it has been many years since one was held and feels it would be beneficial for the Authority since the booster station and pump station 2 are completed and the new water plant starting to progress. The fellow Board Members are in favor of the idea and asked staff to meet with the Borough staff to see if they would also have interest.

**Authorization to Pay Bills.**

A **MOTION** was made by Mr. Derr and a second by Mr. Hamm to approve the attached Requisition No. 4 as follows: \$30,744.70 from the Water Operating Fund and \$57,872.01 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 16-11 in the amount of \$14,704.85 from the Water Bond Redemption Improvement Fund; motion carried.

A **MOTION** was made by Mr. Golicher and a second by Mr. Hamm to approve the attached Requisition No. SBRI 16-8 in the amount of \$27,886.73 from the Sewer Bond Redemption Improvement Fund; motion carried.

**Executive Session.**

An executive session was held to discuss a potential litigation matter.

A **MOTION** was made by Mr. Derr and a second by Mr. Metzler to reconvene the public session at 5:33 PM; motion carried.

**Adjournment.**

There being no further business, a **MOTION** was made by Mr. Metzler and seconded by Mr. Derr to adjourn. Motion carried and the meeting adjourned at 5:38 PM.

Respectfully submitted,

Robert R. Golicher  
Secretary