

Mount Joy Borough Authority
Regular Monthly Meeting
March 1, 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, Mr. Golicher and Mr. Hamm. Also present were Angie Fenicle, John Leaman, Joe Ardini and Mr. Mike Davis from Barley Snyder. Chairman Rebman called the meeting to order at 4:00 PM.

Public Input Period.

There was no one present from the public.

Presentation from ARRO Consulting Inc.

Mr. Matt Warfel from ARRO Consulting and Mr. Ben Movahed from WATEK Engineering Corporation were present to present the membrane system pre-selection proposals. Mr. Movahed reviewed with the Authority Board and staff the comparisons between Pall and Evoqua. Mr. Movahed stated that the pre-selection is based on five criteria categories;

- Qualification
- Bidders meeting the specification requirements for major design parameters
- 20 year life cycle cost
- All unit costs and variables were established in bid forms
- Selection is made based on lowest present worth

Mr. Movahed proceeded by stating that both companies presented the specified requirements and after review of all items, the suggested recommended company to be awarded the bid is Evoqua totaling \$1,252,078.81. Mr. Leaman asked Mr. Warfel what is ARRO's professional opinion on awarding the bid to Evoqua. Mr. Warfel stated on behalf of ARRO, we are in agreement with Mr. Movahed recommendation. A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to authorize Mr. Leaman to send a letter of intent to Evoqua Water Technologies awarding them with the winning bid for the membrane system for the new water treatment plant on South Jacob Street; motion carried.

Authority Manager Report.

Mr. Leaman stated that he received a letter from the manager with Rapho Township for a request to utilize two water and sewer EDU's from the Township's allotment for the Keller Tract. The Keller Tract is owned by Mr. Tom Kile and Mr. Howard Boyd and is the parcel of ground the Authority is working to secure an easement across for well 3. Mr. Leaman stated that he is expecting a letter with a request for additional EDU's based upon the letter the Authority sent to the Township last April. Mr. Leaman stated that the easement was agreed upon and asked to place this agreement under new business 9E for approval.

Mr. Leaman informed the Board that the Authority received the property appraisals for review. Mr. Leaman stated that he contacted the company with questions on a few of the valuations in which the company will investigate and will reply with their responses. If revisions need made, the company will have a revised copy of the appraisal within the next two weeks.

Mr. Leaman informed the Board that he received a response letter from SRBC on wells 1 and 2 increased allocation that was submitted. SRBC is prepared to approve the Authority's request as long as the conditions are met as described in the letter. Mr. Mark Harman reviewed the letter sent by SRBC and provided comments. Mr. Leaman stated that the Authority has 60 days to submit for the flow measurement agreement for Charles Springs and once approved, must be installed within 60 days. Mr. Leaman also stated that the Authority must submit a water resource plan as part of the agreement within six months. Mr. Leaman stated that the request for time extension for unaccounted for water docket has been granted a five year extension to 2021.

Mr. Leaman, Authority Board and staff continue to have healthcare discussions to determine the contribution responsibility for the employees. Mr. Leaman stated that if a change is going to be made that it needs to be determined no later than the April 5th meeting as the budget needs to be adopted at the April 19th meeting. Mr.

Leaman reminded the Board again that the contribution change does not required a 60 day notice however, would like to be respectful to the employees and give them an advance notice.

Mr. Leaman informed the Board that the handbook is being delayed to be approved at the Council meeting due to more comments and concerns were raised. The comments are being discussed between legal counsels and once agreed upon the changes will be made. Mr. Hershey is anticipating placing this on the April Council meeting agenda for approval.

Mr. Leaman informed the Board that he and Mr. Mike Davis are discussing the letter that will be sent to Melhorn Trucking in regards to the DEP violation.

Mr. Leaman stated that Main Street Mount Joy contacted him in regards to an event that they are anticipating to hold that will need to use water and asked if Mount Joy Borough Authority will supply the water. Mr. Leaman stated that he was not yet given the requested quantity of water or the approximate amount of people. Mr. Leaman stated that the event is slated for August which could be a concern if the state issues a drought warning.

Operations Manager Report.

Mr. Ardini stated that the Authority contacted Fluid Pinpointing Services to provide their services over this past weekend to see if a leak can be detected. Two small leaks were found during their time here. Aqua-Tech was present Monday to test the system and will return Thursday to finish the system.

Mr. Ardini provided an updated on the Air Scour system: Unifilt was able to correct the issues with their blower and the temporary installation is currently functioning. Authority staff will run the filter with the air scour and take samples of the backwash water over the next three to four weeks. The information will be given to ARRO Consulting for an evaluation and a report of the findings will be discussed with staff.

Mr. Ardini informed the Board that two fire hydrants were repaired and replaced. One of the hydrants were on West Main Street due to a vehicle accident, in which the insurance carrier will be invoiced and the other on Eby Chiques Road due to the snow event.

Mr. Ardini informed the Board that staff completed the required SRBC unaccounted for water loss report and it has been submitted. The total water loss for 2015 totaled 25.87%.

Mr. Ardini stated that the meters for the commercial accounts were received and staff will be arranging appointments with the owners to have them installed. Staff is looking to have them installed by the end of March.

Mr. Ardini provided an update on the Marietta Avenue Bridge Project: Mr. Ardini received a phone call from Mr. Tom Carrey informing him that the expenses generated by that state total approximately \$40,824.52. Mr. Carrey stated that after final approval is given, an invoice will be sent for 50% of the cost at \$20,412.25.

Mr. Ardini informed the Board that this quarters meter readings are completed. Staff is generating work orders for faulty meter or touch pads.

Business Manager Report.

Mrs. Fenicle provided a year to date budget vs expenditure report.

Minutes of the Previous Meeting.

A **MOTION** was made by Mr. Golicher and a second by Mr. Derr to approve the February 2, 2016 meeting minutes; motion carried.

Unfinished Business.

There was no unfinished business to discuss.

New Business.

Mr. Leaman presented the audit done by Trout, Ebersole & Groff relative to the H2O PA Grant which the Authority received for the Booster Station project. He noted the findings of the audit and also his letter to the

Commonwealth Financing Authority responding to those findings. Mr. Leaman indicated that this was just informational and required no action on the Authority's behalf.

A **MOTION** was made by Mr. Golicher and a second by Mr. Hamm to approve and authorize pay increases for employees per the recommendation of Mr. Leaman and consistent with the Wage Survey by N.J. Hess dated October 27, 2015 in the amount of 2.5%, except for those employees requiring an additional increase to be brought into the recommended wage range as established by the Wage Survey, which additional increases are also approved and authorized by the Board; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to accept the revised job descriptions for Authority Manager, Assistant Authority Manager, Authority Business Manager and Administrative Assistant; motion carried.

A **MOTION** was made by Mr. Golicher and a second by Mr. Derr to approve Resolution 2-16 authorizing the execution of an Agreement of Sale and all other necessary documents to facilitate the purchase of a tract of land from Donsco, Inc.; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Hamm to approve and authorize execution of a Right-of-Way Agreement with Rapho Partners, LLC for access to Well No. 3 subject to the final review and approval of the Authority solicitor; motion carried.

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. Golicher and a second by Mr. Hamm to approve the attached Requisition No. 20 as follows: \$76,630.43 for the Water Operating Fund and \$85,104.43 for the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to approve the attached Requisition No. WBRI 16-04 from the Water Bond Redemption and Improvement Fund in the amount of \$10,000.00; motion carried.

Adjournment.

There being no further business, a **MOTION** was made by Mr. Derr and seconded by Mr. Golicher to adjourn; motion carried and the meeting adjourned at 6:35 PM.

Respectfully submitted,

Robert R. Golicher
Secretary