

Mount Joy Borough Authority
Pre-Authority
March 15, 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 and Mr. Hamm. Also present were Joe Ardini, Angie Fenicle, John Leaman, and Jimmy Dennis from ARRO Consulting. Mr. Metzler was absent. Chairman Rebman called the meeting to order at 4:00 P.M.

Reorganization of the Board.

Chairman Rebman suggest the slate of officers as follows: Mr. Larry Derr to Vice-Chairman, Mr. Richard Hamm to Treasurer, and Mr. Christopher Metzler to Assistant Secretary / Treasurer. Mr. Robert Golicher will remain in the Secretary position. A nomination was made by Mr. Golicher and a second by Mr. Hamm to nominate the above slate of officers. A **MOTION** was made by Mr. Derr and a second by Mr. Golicher that the nominations be closed; motion carried. A **MOTION** was made by Mr. Golicher and a second by Mr. Hamm to approve the above slate of officers as presented; motion carried.

Public Input Period.

There was no one present from the public.

Consulting Engineer Report.

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

Well 3 & New Water Treatment Plant – ARRO is continuing to move ahead with plant design. The pre-selection process is complete and ARRO is working on permitting packets for PA DEP as well as Mount Joy Borough and East Donegal Township. Mr. Rebman asked about the macadam for the compost site. Mr. Leaman stated that the Authority will pay for the cost to replace the macadam on the east side of the site as the Authority will need to remove some macadam for the construction of the plant.

Air Scour System at Carmany Road – The vendor has installed the temporary/test air scour system for demonstration in one of the filter at the water treatment plant. Authority staff is currently sampling and recording turbidity data. The unit will be available through the month of March. ARRO will provide and discuss the results and will provide a recommendation to the Authority.

Well 1 & 2 – The SRBC Commission has taken action at its meeting last week and has approved the Authority's request.

Donsco Property / Well Site – ARRO is working with Authority staff on the test well drilling on the Mann Property. ARRO is currently checking the wellhead protection requirements to finalize the drilling location. The well drilling is planned for the beginning of April.

Miscellaneous Projects - ARRO has completed the draft tapping fee recalculations for both the water and sewer systems and have reviewed this information with Authority staff. Mr. Leaman stated that the water fee schedule will be finalized when accurate numbers for the new plant are received. ARRO finalized the draft of the Chapter 94 report and submitted to Authority staff for review prior to submitting to the state.

Elm Tree – The Villa's Phase 5C plans are ready and approved and the financial security amount has been set. The construction schedule still needs to be submitted to establish the construction escrow.

Farmview Properties – The plan is approved. ARRO reviewed and commented on their construction cost opinion for financial security which still needs to be finalized. A construction schedule also needs to be submitted to establish the construction escrow.

Authority Manager Report.

Mr. Leaman stated that Mr. Mike Davis sent Mr. Mark Stanley the easement agreement for Well 3 which the Authority Board approved at the last meeting. Mr. Leaman stated that he sent a letter to Rapho Township acknowledging the township was going to allocate two water and sewer EDU's to the Keller Tract.

Mr. Leaman stated that he attended the SRBC Public Hearing for the modification application for wells 1 and 2 on March 10th. Mr. Leaman was happy to announce that the application was approved and the combined allocation of both wells increased from 1.6 MGD to 1.799 MGD. The commission will send a new docket to the Authority detailing what was approved and also the conditions the Authority must comply to. Mr. Leaman stated that staff met with ARRO Consulting to discuss what will be needed to monitor Charles Springs which is one of the conditions. Mr. Golicher asked what the cost would be to meet their request. Mr. Leaman stated approximately \$1,000 to \$1,500 if the Authority can use the same format when the well test was conducted. The Authority has 60 days from the approval date to submit a plan to the commission for review. Mr. Leaman also stated that the Authority needs to submit within six months a water resource plan detailing the anticipated use for the next 15 to 25 years identifying how the Authority intends to meet demands with uninterrupted water sources.

Mr. Leaman stated that he was contacted by the appraisal company stating they expect to complete the few revisions to the report and submit this week.

Mr. Leaman informed the Board that ARRO Consulting will be contacting PA DEP to see what steps the Authority must take to have the operating permit for Wells 1 and 2 modified to be consistent with the approved increased allocation from SRBC.

Mr. Leaman informed the Board that he met with Mr. Mark Harman to discuss identifying the location on Donsco's property to drill for a potential Well 4. Mr. Harman will be contacting Myers Brothers to discuss scheduling of the drilling.

Mr. Leaman stated the he met with Mr. Matt Brown and Mr. Sean Frederick to discuss moving forward with the borrowing for the new water treatment plant. Mr. Leaman stated he is expecting a revised cost opinion this week from ARRO Consulting, however, Mr. Brown mentioned that the cost opinion has increased approximately \$400,000 to a revised figure of \$9,250,000. Mr. Leaman stated that he contacted Mr. Stephen Flaherty to request updated bond rates and also to complete a comparison of obtaining a surety bond in lieu of establishing a debt service reserve fund. Mr. Leaman informed the Board that he is anticipating attending the Administration and Finance Committee at the end of April and the Borough Council meeting in May.

Mr. Leaman briefly discussed healthcare with the Board regarding. Mr. Leaman stated that Mr. Scott Hershey and he will be meeting with Mr. John Ebersole from Benecon in April to start looking at the different health care plans. Mr. Leaman stated that if the Authority chooses to change plans that it will take effect on January 1, 2017 as that is the open enrollment period. The Authority Board wished not to make a decision on employee contributions at this time.

Mr. Leaman discussed with the Board regarding the possibility of purchasing data loggers for leak detection from the water fund current budget. Mr. Leaman stated this will cost approximately \$15,000 to purchase ten data loggers with software. Mr. Leaman stated that he feels this will be a good positive purchase for the Authority as staff can monitor the frequent flow and will help staff determine if there would be a possible leak. Mr. Leaman stated that we will monitor the budget to see if this is something that the Authority could possibly purchase before this fiscal year ends.

Mr. Leaman informed the Board that he received an email from Mr. Scott Hershey stating that Mayor Bradley would like to recognize Mr. John Weidman and Mr. Ken Gainer at the next Council meeting for their services to the Authority Board and Community. Mr. Leaman stated that he contacted both parties and they will be attending the April 4th Council meeting. Mr. Leaman stated that he will also be present.

Mr. Leaman provided an update on the 29 New Haven Street property: Ms. Stacie Gibbs will be attending the hearing on Friday, March 18th at the court house for all code violations.

Mr. Leaman provided an update on Rapho Industrial Park: A meeting is scheduled for March 30th between Rapho Township, their solicitor and engineer along with the Authority staff to discuss options and propose a plan to move forward.

Mr. Leaman provided an update on the employee handbook: Mr. Leaman stated that staff is revising the language from the previous comments for review by the solicitor. Mr. Leaman is hoping this will be the final review and will be brought to the Board for approval at its April 5th meeting after approval by Borough Council on April 4th.

Operations Manager Report

Mr. Ardini informed the Board that Fluid Pinpointing Services was able to locate multiple leaks which were a six inch water line on Union School Road and Harold Avenue, an eight inch water main on West Donegal Street, an eight inch water main on West Main Street, three service lines and two fire hydrants. All of these leaks have been repaired. Mr. Ardini shared with the Board that staff feels the need to do a system survey of all the water lines. Mr. Ardini stated that it will cost approximately \$18,000 to complete this survey. The Authority Board was in agreement to budget for the survey in the next fiscal year's budget.

Mr. Ardini informed the Board that we received the check from PennDOT for their 50% responsibility for the Marietta Avenue Bridge Project. The Authority is still waiting to receive an invoice from PennDOT to close out the project.

Mr. Ardini stated that there were over 100 work orders generated from this quarters meter readings. Most of the repairs were related to broken wires or mxu replacements.

Mr. Ardini informed the Board that the Authority received confirmation from PA DEP approving the revised total coliform rule sampling plan. Staff is also revising the lead and copper sampling plan and hopes to have this completed by the end of March.

Mr. Ardini informed the Board that there were no violations or exceedances at either of the facilities. Staff did not see any problems with ammonia nitrogen levels over the winter months.

Mr. Ardini informed the Board that one of the motors for the finished water pumps started to make an unexpected noise. The manufacture company was contacted and is in the process of repairing.

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. Golicher to approve the February 16, 2016 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 Resolution 3-16 to amend the Sewer Rate Schedule effective May 1, 2016; motion carried.

A **MOTION** was made by Mr. Golicher and a second by Mr. Hamm to approve Resolution 4-16 to amend the Water Rate Schedule effective May 1, 2016; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to approve M2 Construction, LLC. payment request No. 10 for Pump Station 2 Project in the amount of \$23,203.75 as recommended by ARRO Consulting's letter dated March 10, 2016; motion carried.

Mr. Leaman discussed with the Board the proposed Project Administrator / Inspector position. Mr. Leaman stated that he would like to post this within the company to see if there is any interest in doing this position. Mr. Leaman

stated this job position will help release some of the work load from Mr. Ardini and himself by help with all the projects. A **MOTION** was made by Mr. Hamm and a second by Mr. Derr to create the Project Administrator / Inspector position and to authorize Mr. Leaman to post the job opening within the company for five business days; 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. Derr and a second by Mr. Golicher to approve the attached Requisition No. 21 as follows: \$50,730.35 from the Water Operating Fund and \$63,531.23 from the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Golicher and a second by Mr. Hamm to approve the attached Requisition No. WBRI 16-5 in the amount of \$32,362.39 from the Water Bond Redemption Improvement Fund; motion carried.

A **MOTION** was made by Mr. Hamm and a second by Mr. Golicher to approve the attached Requisition No. SBRI 16-4 in the amount of \$25,591.05 from the Sewer Bond Redemption Improvement Fund; motion carried.

Adjournment.

There being no further business, a **MOTION** was made by Mr. Golicher and seconded by Mr. Hamm to adjourn. Motion carried and the meeting adjourned at 6.03 PM.

Respectfully submitted,

Robert R. Golicher
Secretary