

Mount Joy Borough Authority
Pre-Authority
March 20, 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 Vice-Chairman Derr, Mr. Hiestand, Mr. Hamm and Mr. Metzler. Also present were Angie Fenicle, John Leaman and Joe Ardini, Dale Kopp from ARRO Consulting and Mike Davis from Barley Snyder. Mr. Rebman was absent. Vice-Chairman Derr called the meeting to order at 4:00 PM.

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 discussed the items on the construction schedule that are completed and the items that are in progress. Mr. Derr again stressed about the information that the Authority Board asked to be placed on the construction schedule. Mr. Derr stated that the Authority Board needs the schedule to be accurate according to contract for us members to make a sufficient decision on the amount of extra days the contractor would ask for. Mr. Kopp stated that he will urge PACT TWO to change the substantial completion date and the final completion date as listed in the contract. Mr. Leaman asked if PACT TWO submitted their request in regard to extension of days. Mr. Kopp replied they did not. Mr. Leaman stated that PACT TWO needs to present to the Authority what they are looking to get approved in advance of a board meeting, so staff has at least one week to review the information.

Carmany Road Nitrate Resin Replacement – ARRO is in the process of creating bidding documents and are planning to have a review meeting with Authority staff. Bidding documents should be ready for bidding in April.

Laurel Harvest Labs – ARRO attended a meeting with the owner, design firm and Authority staff on March 6th to review the previous comment letter and timing of the project as it relates to the Authority's South Jacob Street Water Plant project.

1335 Strickler Road – installation of water and sanitary sewer improvements has not been completed to date, no change in the project since February.

950 Square Street – ARRO has received the forth submitted plan dated March 15th and will be providing a comment letter this week.

Flyway Properties – ARRO has completed the review of the water and sanitary sewer plan dated March 6th. This plan is complete and ready for approval.

Farmview Properties – ARRO was on site for a walkthrough on March 13th. The owner has started the process of submitting final "as-constructed" documents for dedication of the water and sanitary sewer improvements.

Alistair LP – ARRO received the first plan for review and provided a comment letter dated February 9th.

Authority Manager Report.

Mr. Leaman provided an update on PACT TWO invoice request for materials: Mr. Leaman stated that per last meeting, it was negotiated with PACT TWO that the Authority will honor paying for 90% of the water main stored materials which equates to \$142,730. Mr. Ardini stated that he has verified all material on site. Mr. Leaman stated that PACT TWO will assume the liability of any soft spots as part of this negotiation.

Mr. Leaman provided an update on Laurel Harvest Labs project: Mr. Leaman stated that Borough and Authority staff met with the owner and engineer for the project. Mr. Leaman stated that the project would require a drain basin and could interfere where the water line is for the new water plant. Mr. Leaman stated that Laurel Harvest's stormwater improvements could eliminate some obligations of the Authority's stormwater improvements. Laurel

Harvest is reaching out to PACT TWO for pricing to do the work. Mr. Leaman further said that PACT TWO will be asked to provide a credit amount if the Authority's stormwater improvements do not need done in the Borough on South Jacob Street.

Mr. Leaman provided an update on the ER studies for a proposed well: Mr. Leaman stated that staff met with The ARM Group to discuss the results of the Geophysical survey. Mr. Leaman stated that he would like to schedule a meeting with SRBC, The ARM Group and staff to discuss both sites to determine which site SRBC would recommend perusing.

Mr. Leaman informed the Board that the Authority received Well #3 monitoring results from SRBC. It was stated that for the year of 2017 the monitoring showed that the well was 77% operable.

Mr. Leaman informed the Board that the administrative assistant for the Borough has resigned and they are in the process of interviewing.

Mr. Leaman discussed with the Board of the possibility of eliminating the quarterly hydrant charge for the township residents. The discussion was tabled till April when the budget will be discussed.

Mr. Leaman provided an update on Municipay: Mr. Leaman stated that the Borough and Authority's solicitor have come to an agreement with Municipay. The documents are being revised and will be received next week to complete the application and sign all documents. A **MOTION** was made by Mr. Metzler and a second by Mr. Hamm to authorize Mr. Leaman to execute all documents with Municipay; motion carried.

Mr. Leaman informed the Board that the Borough forwarded him an email they received from a resident on North Angle Street in regard to the street paving project. There was a short discussion with the Board with this concern.

Assistant Authority Manager Report

Mr. Ardini provided an update on the Construction Department:

- Staff has been making progress on installing the new tags on the existing composite water meters that needed additional tags.

Mr. Ardini provided an update on the Water Plant:

- Staff installed the new mag meter on the effluent waterline leaving the Carmany Road Water Plant.
- Garden Spot Electrical ran conduit and wiring for the new influent and effluent water meters. Sherman-Gibson Systems completed the final connection to tie the flow signals into the PLC.
- Staff met with PA DEP, Elizabethtown Water and Conservation District on the Source Water Protection (SWP) plan. Staff is in the process of identifying potential risks to the water supply and started grading the potential risks. This information will be supplied to SSM Group for insertion into the SWP and another meeting will be held at the end of April.

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

- Staff were busy going over records in preparation for the PA DEP laboratory assessment that was conducted on March 14th. The inspection went well with a few minor corrections that will be addressed in the correction action report when the report is received from the assessment officer.

Mr. Ardini informed and updated the Board on other related topics:

- Staff and ARRO met with the townships for the bi-annual liaison meeting of which all three townships were present and the meeting was productive.
- AT&T Upgrade: A pre-construction meeting was held with Mr. Doug DeClerck and the contractor on March 15th. The contractor started the project March 19th and anticipates completing the project in one week.
- Mr. Ardini Stated that he was contacted by Treatment Plant Operators Magazine asking if they can do an article on the Wastewater Treatment Plant. The Authority Board authorized to move forward.
- Mr. Ardini stated that there is a 4" and a 12" water main on Lumber Street. Staff will be switching services on the 4" over to the 12" in preparation of abandonment of the 4" line. Staff will also be working with property owners that would like to replace their galvanized service lines to the property.

Business Manager Report.

Mrs. Fenicle informed the Board that staff has taken a different approach and sent 441 notices to customers who were past due after the January billing. Mr. Fenicle stated that this approach was beneficial as \$142,000 was the total delinquent amount of which \$75,000 was collected to date.

Minutes of the Previous Meeting.

A **MOTION** was made by Mr. Metzler and a second by Mr. Hamm to approve the February 20, 2018 meeting minutes; motion carried.

Unfinished Business.

There was no unfinished business to discuss.

New Business.

A **MOTION** was made by Mr. Hiestand and a second by Mr. Metzler to approve Payment Application No. 7 from PACT TWO in the amount of \$221,889.46 for the South Jacob Street Water Treatment Plant and Well 3 as recommended by ARRO Consulting's letter dated March 14, 2018; motion carried

A **MOTION** was made by Mr. Hiestand and a second by Mr. Hamm to approve Payment Application No. 3 from Garden Spot Mechanical in the amount of \$8,640.00 for the South Jacob Street Water Treatment Plant and Well 3 as recommended by ARRO Consulting's letter dated March 14, 2018; 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. Metzler and a second by Mr. Hamm to approve the attached Requisition No. 22 as follows: \$40,844.55 from the Water Operating Fund and \$65,378.47 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 18-3 from the Water Bond Redemption and Improvement Fund in the amount of \$577.25; motion carried.

A **MOTION** was made by Mr. Hamm and a second by Mr. Hiestand to approve the attached Requisition No. 22 from the 2016 Construction Fund in the amount of \$252,021.84; motion carried.

Adjournment.

There being no further business, a **MOTION** was made by Mr. Metzler and seconded by Mr. Hiestand to adjourn. Motion carried and the meeting adjourned at 5:50 PM.

Respectfully submitted,

John A. Hiestand
Secretary