



**Mount Joy Borough Authority
Pre-Authority Meeting Agenda
4:00 PM, May 15, 2018**

1. Call to Order
2. Roll Call—Chairman Rebman, Mr. Derr, Mr. Hiestand, Mr. Hamm and Mr. Metzler
3. Public Input Period – Hearing of any citizen within the service area.
4. Reports:
 - A. Consulting Engineer
 - B. Authority Manager
 - C. Assistant Authority Manager
 - D. Business Manager
5. Approval of the Minutes: Approval of the minutes from April 17, 2018.
6. Unfinished Business:
 - A.
7. New Business:
 - A. Consider approval of Payment Application No. 9 from PACT TWO, LLC in the amount of \$305,859.60 for the South Jacob Street Water Treatment Plant and Well 3 as recommended by ARRO Consulting's letter dated May 10, 2018.
 - B. Consider approval of Payment Application No. 5 from Garden Spot Mechanical in the amount of \$9,157.50 for the South Jacob Street Water Treatment Plant and Well 3 as recommended by ARRO Consulting's letter dated May 8, 2018.
 - C. Consider approval of Rapho Township's Third Supplemental Agreement with respect to water service.
 - D. Consider approval of Rapho Township's Third Supplemental Agreement with respect to sewer service.
8. Any other matter proper to come before the Authority:
 - A.
9. Authorization to pay bills:
 - A. Consider approval of Requisition No. 2 for the Water Operating Fund in the amount of \$33,238.34 and Sewer Operating Fund in the amount of \$38,292.75.
 - B. Consider approval of Requisition No. WBRI 18-7 from the Water Bond Redemption and Improvement Fund in the amount of \$1,615.00.
 - C. Consider approval of Requisition No. 25 from the 2016 Construction Fund in the amount of \$332,192.99.

10. Meetings and dates of importance:

A. Tuesday, June 5, 2018

B. Tuesday, June 19, 2018

C. Tuesday, June 26, 2018

Regular Monthly Meeting – 4 PM

Pre-Authority Meeting – 4 Pm

Administration Committee Meeting – 5 PM

11. Executive Session

12. Adjournment

If you are a person that requires accommodations to participate, please contact Authority staff to discuss how we may best accommodate your needs.

21 East Main Street, Mount Joy, PA 17552 • (717) 653-5938 • Fax (717) 653-6680
authority@mountjoypa.org • www.mountjoyborough.com

Mount Joy Borough Authority
Pre-Authority
April 17, 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 Chairman Rebman, Mr. Derr, Mr. Hiestand and Mr. Metzler. Also present were Angie Fenicle, John Leaman and Joe Ardini and Dale Kopp from ARRO Consulting. Mr. Hamm was absent. Chairman Rebman called the meeting to order at 4:00 PM.

Public Input Period.

There was no one present from the public.

Discussion with Fire Department Mount Joy

Mr. John Lutz and Mr. Barry Leber were present from Fire Department Mount Joy (FDMJ) was present to ask authorization from the Authority to hook onto the sewer system from their engine room. It was stated that the Borough is requiring FDMJ to disconnect their floor drain from the storm sewer. FDMJ would hook on from New Haven Street and will install a trap and oil / grease separator. A **MOTION** was made by Mr. Metzler and a second by Mr. Derr to waive the existing rules and regulations section 22 and authorize FDMJ to hook their floor drain to the Authority's sewer system and to install an oil / grease separator of which FDMJ will maintain; motion carried.

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. Kopp stated that at the construction meeting PACT TWO admitted that they made up time in their schedule by completing other areas of the project ahead of time. Mr. Kopp stated that ARRO requested that PACT TWO submit a draft credit change order for the storm water and paving work that will be completed by Laurel Harvest Facility. Mr. Derr asked who purchased the roofing materials for the project. Mr. Kopp replied he believes the contractor, however will find out before next meeting. Mr. Kopp stated that he spoke with PACT TWO this morning and they would like to meet in regards to the adjustment of days for completion date. Mr. Leaman replied that as per discussion in the progress meeting, PACT TWO suggested to wait to present the requested number of days until the roof is complete. Mr. Kopp stated that he will remind PACT TWO of their suggestion.

Carmany Road Nitrate Resin Replacement – The bidding specs are completed and uploaded on PennBid on April 10th. The mandatory pre-bid meeting is scheduled for May 1st at 10:00 AM at the Carmany Road Water Plant. The bids will be opened on May 23rd at 1:00 PM.

Laurel Harvest Labs – ARRO attended a meeting with the owner, design firm and Authority staff on April 9th to review timing of the project as it relates to the Authority's South Jacob Street Water Plant Project and performed a plan review on March 27th. Mr. Leaman reported that PACT TWO is not interested in doing the site work for this project.

950 Square Street – ARRO performed a review on April 4th recommending plan approval.

Farmview Properties – ARRO and the Authority has received final "as constructed" documents for dedication of the water and sanitary sewer improvements, ARRO will be recommending dedication of the facilities.

Twisted Bine Beer Company – ARRO performed a review of the plan and EDU allocation request and provided a comment letter on April 11th.

The Meadows – A walkthrough for dedication took place on April 11th.

Authority Manager Report.

Mr. Leaman informed the Board that the Authority received a draft third supplemental agreement to water and sewer agreements for Rapho Township. The documentation was reviewed by staff and has been forwarded to Mr. Davis for review.

Mr. Leaman provided an update on the ER studies for a proposed well: Mr. Leaman stated that staff and The ARM Group met with SRBC on April 12th to discuss two potential sites for consideration of a 4th well. Mr. Leaman stated that he felt the meeting went well and it was stated to allow three to four week for SRBC to internally review the information and submit a letter of consideration.

Mr. Leaman provided an update on Municipay: Mr. Leaman stated that the agreements were signed and returned. A webinar is scheduled for this Wednesday for staff to see how the system functions. Mrs. Fenicle will be taking the lead on this project for the Authority and will contact Mr. Dave Schell to discuss timing and implementation for the website.

Mr. Leaman provided an update on Laurel Harvest Labs project: Mr. Leaman stated that Borough and Authority staff met with the owner and engineer to discuss the timing of the project in relation to the construction of the South Jacob Street Water Plant.

Mr. Leaman stated that he was approached by Lancaster County Planning Commission (LCPC) to meet with their staff to discuss water and sewer service areas and provide thoughts on LCPC creating a county wide service area map. Mr. Leaman stated he was joined by Mr. Mike Kyle, Executive Director with LASA and Mr. Dan Becker from Becker Engineering / Chairman for East Cocalico Township Authority.

Mr. Leaman informed the Board that he is expecting to have the service agreements for Markely Actuarial and Asset Strategy either at the first or second meeting in May.

Mr. Leaman informed the Board the he received a phone call requesting a meeting with Twisted Bine Brewery to discuss EDU / capacity for the business.

Mr. Leaman informed the Board that staff scheduled a walkthrough of the Leffler/SICO building. The Borough Administration Committee will visit the site later this week. Mr. Sam Sulkowsky mentioned that the Borough has yet to receive a purchase price.

Assistant Authority Manager Report

Mr. Ardini provided an update on the Construction Department:

- Staff has reconnected six service lines from the 4" over to the 12" water main on Lumber Street. There are three properties remaining and should be completed by next week.
- There is some rust coming through on the rear bumper of unit 22, the new service truck. Staff is dealing with the body manufacture to correct this issue.

Mr. Ardini provided an update on the Water Plant:

- Staff completed and mailed the response letter for the Filter Evaluation performed by PA DEP. Staff received confirmation that the letter was received.
- LT2 testing for the month was completed, results so far have been favorable.
- Garden Spot Electrical completed the wiring of the effluent and influent meters and softener valves.

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

- Staff televised North Angle Street sewer main from Terrace Avenue to Pink Alley and found no issues with the line.
- There was a small generator electrical fire at Florin Pump Station (#3) on April 5th. Dyna Tech was able to correct the issue and the generator was placed back in service the same day. The unit will require a new radiator and hoses of which will cost \$1,821.00. These items have been ordered and are schedule to be installed next week.
- PA DEP performed an inspection at the WWTP, the water quality inspector found no compliance issues.

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

- Mr. Dennis Nissley, Borough's Public Works Director, has requested that the digital sign boards be set up for the Borough street sweeping. They will be placed on the street this week at their normal locations.

- A quote was received from Landscape Impressions for landscaping around the Lakes Pump Station in the amount of \$1,457.53. The Authority Board authorized staff to proceed.

Business Manager Report.

Mrs. Fenicle informed the Board that the Authority received their annual dividend distribution from MRM Property Trust in the amount of \$13,199.85 of which 70% (\$9,239.90) is the Authority's portion.

Mrs. Fenicle informed the Board that staff has started the termination process for the year and letters were sent on April 11th. Mrs. Fenicle noted that this is the smallest list of terminations since starting this process five years ago. For comparison purposes, Mrs. Fenicle noted that April 2013 the delinquent amount was approximately \$170,000 and April 2018 is \$25,000.

Minutes of the Previous Meeting.

A MOTION was made by Mr. Metzler and a second by Mr. Hiestand to approve the March 20, 2018 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. Metzler to approve Payment Application No. 8 from PACT TWO in the amount of \$299,285.66 for the South Jacob Street Water Treatment Plant and Well 3 as recommended by ARRO Consulting's letter dated April 12, 2018; motion carried

A MOTION was made by Mr. Hiestand and a second by Mr. Metzler to approve Payment Application No. 4 from Garden Spot Mechanical in the amount of \$15,120.00 for the South Jacob Street Water Treatment Plant and Well 3 as recommended by ARRO Consulting's letter dated April 6, 2018; motion carried.

A MOTION was made by Mr. Derr and a second by Mr. Hiestand to approve Payment Application No. 1 from W.C. Eshenaur & Son in the amount of \$10,779.30 for the South Jacob Street Water Treatment Plant and Well 3 as recommended by ARRO Consulting's letter dated April 9, 2018; motion carried.

A MOTION was made by Mr. Hiestand and a second by Mr. Derr to approve Payment Application No. 1 from Garden Spot Electrical in the amount of \$93,712.50 for the South Jacob Street Water Treatment Plant and Well 3 as recommended by ARRO Consulting's letter dated April 9, 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. Derr and a second by Mr. Hiestand to approve the attached Requisition No. 24 as follows: \$81,825.00 from the Water Operating Fund and \$53,051.03 from the Sewer Operating Fund; motion carried.

A MOTION was made by Mr. Metzler and a second by Mr. Hiestand to approve the attached Requisition No. WBRI 18-5 from the Water Bond Redemption and Improvement Fund in the amount of \$1,919.17; motion carried.

A MOTION was made by Mr. Derr and a second by Mr. Hiestand to approve the attached Requisition No. 24 from the 2016 Construction Fund in the amount of \$436,578.54; motion carried.

Adjournment.

There being no further business, a **MOTION** was made by Mr. Derr and seconded by Mr. Hiestand to adjourn. Motion carried and the meeting adjourned at 5:48 PM.

Respectfully submitted,

John A. Hiestand
Secretary

DRAFT



MOUNT JOY BOROUGH AUTHORITY

P.O. BOX 25

MOUNT JOY, PA 17552

INCORPORATED 1948

TELEPHONE: (717) 653-5938

FAX: (717) 653-6680

WATER OPERATING REQUISITION NO.: 2

DATE: May 15, 2018

Fulton Bank, National Association
P.O. Box 4887
Lancaster, PA 17604

Gentlemen:

You are hereby requested to make a disbursement of funds from the Revenue Fund under the Trust Indenture dated May 1, 1993, between the Mount Joy Borough Authority and your bank as Trustee, for the purpose and in the amounts set forth on the succeeding page.

We certify that the amounts listed on the succeeding page are now due and unpaid and that such indebtedness has been incurred for the purpose set forth in Article VI, Section 6.01 and 6.02. We further certify that the monies to be withdrawn are in compliance with the provisions of said indenture.

MOUNT JOY BOROUGH AUTHORITY

TREASURER

ARRO CONSULTING, INC., Consulting Engineer, in accordance with Section 6.02 of the Trust Indenture, DOES HEREBY APPROVE this requisition, and CERTIFIES that the aggregate of the amounts requisitioned, plus those previously requisitioned during the current fiscal year, do not exceed the amount of the current fiscal year budget approved by the Authority as provided for in Section 9.07 of the Trust Indenture.

ARRO CONSULTING, INC.

CONSULTING ENGINEER

AMOUNT OF PREVIOUS REQUISITIONS:	\$	<u>50,723.92</u>		
TOTAL AMOUNT OF THIS REQUISITION:	\$	17,018.60	Payroll	Acct. 965421
	\$	<u>16,219.74</u>	Expenses	Acct. 414220
	\$	<u><u>33,238.34</u></u>	Total	
TOTAL AMOUNT REQUISITIONED TO DATE:	\$	<u>83,962.26</u>		
TOTAL CURRENT FISCAL YEAR APPROVED BUDGET:	\$	<u>2,469,940.00</u>		

Check #	Check Date	Vendor	Amount	Inv/Stmt	Description	Check Amount
27,961	05/15/2018	AMS	63.25	64514	MONTHLY BILLING CONTRACT	63.25
27,962	05/15/2018	ARRO CONSULTING, INC.	373.09	0044749	ENG SERVICES	373.09
27,963	05/15/2018	BARLEY SNYDER, LLP	1,680.00	701088045	LEGAL SERVICES	1,680.00
27,964	05/15/2018	BOROUGH OF MOUNT JOY	1,318.47	9-18	MONTHLY REIM / CRACK SEAL	1,318.47
27,965	05/15/2018	BUCKMAN'S INC	476.25	650934	CHEMICALS	476.25
27,959	05/01/2018	CENTURYLINK	138.03		PHONE	138.03
27,966	05/15/2018	DEPT OF ENVIRONMENTAL PROTECTI	60.00	1050408	PIATT 3 YEAR RENEWAL	60.00
27,967	05/15/2018	DEPT OF ENVIRONMENTAL PROTECTI	35.00	1178272	PIATT CERTIFICATION UPGRA	35.00
27,968	05/15/2018	DRESSSEL WELDING SUPPLY, INC.	37.32	04090808	CYLINDER RENTAL	37.32
27,969	05/15/2018	EASTERN SALT COMPANY INC.	4,298.70	INV078913	SALT	4,298.70
27,970	05/15/2018	EHRlich	116.00	7766939	PEST CONTROL	116.00
27,971	05/15/2018	EUROFINS EATON ANALYTICAL, INC	982.50	S299223	TESTING	982.50
27,972	05/15/2018	FLEET MASTERS INC	422.88	46930	VEHICLE MAINTENANCE	422.88
27,973	05/15/2018	GUTTMAN ENERGY, INC.	376.03	F53227233	FUEL	376.03
27,974	05/15/2018	HIGHWAY MATERIALS, INC.	490.52	65634	WATER MAIN BREAK PATCHES	490.52
27,975	05/15/2018	HYDRO FLOW PRODUCTS, INC.	2,207.00	35782	HYDRANT FLOW HOSE FOR FLU	2,207.00
27,976	05/15/2018	J.8. HOSTETTER & SONS, INC.	157.24		MATERIALS AND SUPPLIES	157.24
27,977	05/15/2018	MAIN POOL & CHEMICAL CO., INC.	770.00	1867615	CHEMICALS	770.00
27,978	05/15/2018	MOUNT JOY AUTO PARTS	6.75	8235075	VEHICLE MAINT	6.75
27,979	05/15/2018	OFFICE BASICS, INC.	5.80	I-905213	SUPPLIES	5.80
27,980	05/15/2018	PA ONE CALL SYSTEM, INC.	199.06	768182	ONE CALL FAXES	199.06
27,981	05/15/2018	R/W CONNECTION, INC.	461.57	1134114-01	PLANT MAINT/STOCK ITEMS	461.57
27,982	05/15/2018	ROHRER'S INCORPORATED	540.66	Q192259	LUMBER ST PROJECT	540.66
27,983	05/15/2018	SITE ONE LANDSCAPE SUPPLY, LLC	60.50	85314728	GRASS SEED	60.50
27,984	05/15/2018	SUBURBAN TESTING LABS	66.95	8051178	TESTING	66.95
27,985	05/15/2018	TOP OF THE LINE ROOFING	200.00	1506	WELL #1 ROOF REPAIRS	200.00
27,986	05/15/2018	VERIZON WIRELESS	260.22	9805579660	CELL PHONES	260.22
27,960	05/01/2018	WEX BANK	380.95	54015954	FUEL	380.95
27,987	05/15/2018	WOLGGIE'S LAWN CARE, LLC.	35.00	2621	MOWING	35.00
** Report Total **			16,219.74			16,219.74

Check #	Check Date	Vendor	Amount	Inv/Stmt	Description	Check Amount
26,595	05/15/2018	ALS GROUP USA, CORP.	80.00	40-2248482	TESTING	80.00
26,596	05/15/2018	AMS	63.25	64514	MONTHLY BILLING CONTRACT	63.25
26,597	05/15/2018	ARRO CONSULTING, INC.	771.80	0044750	MARIETTA AVE PED ENG SERV	771.80
26,598	05/15/2018	BARLEY SNYDER, LLP	1,870.00	70108045	LEGAL SERVICES	1,870.00
26,599	05/15/2018	BOROUGH OF MOUNT JOY	1,318.47	9-18	MONTHLY REIMB / CRACK SEA	1,318.47
26,600	05/15/2018	CARMEUSE LIME & STONE	7,314.02	93613010	HOT LIME	7,314.02
26,592	05/01/2018	CENTURYLINK	547.17		PHONE	547.17
26,601	05/15/2018	DEPT OF ENVIRONMENTAL PROTECTI	60.00	1050863	ARDINI 3 YEAR LIC RENEWAL	60.00
26,602	05/15/2018	DEPT OF ENVIRONMENTAL PROTECTI	60.00	1051236	PIATT 3 YR LIC RENEWAL	60.00
26,603	05/15/2018	DRESSSEL WELDING SUPPLY, INC.	37.31	04090808	CYLINDER RENTAL	37.31
26,604	05/15/2018	DYNA-TECH INDUSTRIES LTD	1,821.00	94340	PUMP STATION #3 RADIATOR	1,821.00
26,605	05/15/2018	FISHER SCIENTIFIC	565.48	5550447	LAB SUPPLIES	565.48
26,606	05/15/2018	FLEET MASTERS INC	422.87	46930	VEHICLE MAINT	422.87
26,607	05/15/2018	GUTTMAN ENERGY, INC.	166.77	F53227232	FUEL	166.77
26,608	05/15/2018	HACH COMPANY	174.11	10935910	LAB SUPPLIES	174.11
26,609	05/15/2018	J.B. HOSTETTER & SONS, INC.	101.96		MATERIALS AND SUPPLIES	101.96
26,610	05/15/2018	MCCRARY ENTERPRISES INC	700.80	3837	HOT LIME HAUL	700.80
26,611	05/15/2018	MOUNT JOY AUTO PARTS	6.74	8235075	VEHICLE MAINT	6.74
26,612	05/15/2018	NSI LAB SOLUTIONS, INC.	266.00	354380	TESTING	266.00
26,613	05/15/2018	OFFICE BASICS, INC.	5.79	I-905213	SUPPLIES	5.79
26,614	05/15/2018	PA ONE CALL SYSTEM, INC.	199.05	768182	ONE CALL FAXES	199.05
26,593	05/01/2018	PPL	570.40		ELECTRIC	570.40
26,615	05/15/2018	SCHWANGER BROS & CO INC	162.00	41805	PLANT MAINT	162.00
26,616	05/15/2018	SITE ONE LANDSCAPE SUPPLY, LLC	60.50	85314728	GRASS SEED	60.50
26,617	05/15/2018	SUBURBAN TESTING LABS	226.60	8051445	TESTING	226.60
26,618	05/15/2018	VERIZON WIRELESS	260.21	9805579660	CELL PHONES	260.21
26,594	05/01/2018	WEX BANK	116.76	54015954	FUEL	116.76
** Report Total **			17,949.06			17,949.06

MOUNT JOY BOROUGH AUTHORITY
WATER SYSTEM
RESOLUTION AND REQUISITION

WATER SYSTEM REQUISITION NO.: WBRI 18-7

Date: May 15, 2018

RESOLUTION

RESOLVED, in accordance with Article VI, Section 6.06 of the Trust Indenture of the Mount Joy Borough Authority (the "Authority") to Fulton Bank, National Association (the "Trustee"), as successor to Union National Community Bank (the "Prior Trustee"), as Trustee, dated as of May 1, 1993, securing Guaranteed Water Revenue Bonds, Series of 1993 (the "Trust Indenture") the Trustee is hereby authorized and requested to make the following payments for authorized projects, including either capital additions or extraordinary repairs, renewals or replacements from the Bond Redemption and Improvement Fund established under the aforesaid Indenture and held by the Trustee for the following purposes and in the amounts and for the purposes set forth below:

<u>Payee</u>	<u>Purpose of Obligation</u>	<u>Amount of this Requisition</u>
SEE ATTACHED EXHIBIT "A"		\$ 1,615.00

CERTIFICATE

The undersigned Secretary hereby certifies that the Resolution set forth above was duly adopted by the Board of Directors of Mount Joy Borough Authority at a meeting duly called and held on May 15, 2018 and remains in full force and effect on the date hereof.

THIS CERTIFICATE is executed the 15th day of May, 2018.

(Secretary) (Assistant Secretary)

AUTHORITY SEAL

EXHIBIT "A"

WATER BOND REDEMPTION AND IMPROVEMENT FUND

<u>Payee</u>	<u>Purpose of Obligation</u>	<u>Amount of this Requisition</u>	
SM Johns & Son 645 Donegal Springs Road Mount Joy, PA 17552	New Haven Street Project; Invoice 3871	\$	750.00
ARRO Consulting, Inc. 108 West Airport Road Lititz, PA 17543	Nitrate Resin Replacement Eng Services; Invoice 0044751	\$	865.00

MOUNT JOY BOROUGH AUTHORITY
LANCASTER COUNTY, PENNSYLVANIA
WATER SYSTEM

2016 CONSTRUCTION FUND REQUISITION FORM

Requisition No. 25

Date: May 15, 2018

Fulton Bank, N.A., as Trustee under the
Second Supplemental Trust Indenture to the Original
Indenture from Mount Joy Borough Authority,
Lancaster, Pennsylvania

Gentlemen:

Pursuant to Section 5.03 of a Trust Indenture dated as of November 3, 2010 and Section 5.01 of the Second Supplemental Trust Indenture, dated as of November 7, 2016, between Mount Joy Borough Authority (the "Authority") and Fulton Bank, N.A. (the "Trustee"), Lancaster, Pennsylvania, as Trustee, you are authorized and directed to make payment from the 2016 Construction Fund created under Section 5.03 of the Indenture and Section 5.01 of the Second Supplemental Trust Indenture as follows:

Payee (Name & Address)	Purpose for Which Obligation was Incurred	Amount To be Paid	Construction Contract (Yes or No)
Garden Spot Mechanical, Inc. 336 Hostetter Road Manheim, PA 17545	Pay Application #5 for S. Jacob St. Water Plant / Well #3	\$9,157.50	YES
PACT TWO, LLC P.O. Box 74 Ringoos, NJ 08551	Pay Application #9 for S. Jacob St. Water Plant / Well #3	\$305,859.60	YES
ARRO Consulting, Inc. 108 West Airport Road Lititz, PA 17543	Engineering Services for S. Jacob St. Water Plant / Well #3; Invoice 0044689	\$17,090.89	NO
Barley Snyder, LLP 126 East King Street Lancaster, PA 17602	Legal Services for S. Jacob St. Water Plant / Well #3; Invoice 70108045	\$85.00	NO

Total to be paid on this Requisition \$332,192.99.