

Mount Joy Borough Authority
Pre-Authority
October 18, 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 Angie Fenicle, John Leaman, Joe Ardini, Matt Warfel from ARRO Consulting and Mike Davis from Barley Snyder. Mr. Metzler was absent. Chairman Rebman called the meeting to order at 4:00 P.M.

Public Input Period.

There was no one present from the public.

Consulting Engineer Report.

Mr. Matt Warfel provided updates on the following projects and developments:

Pump Station 2 – ARRO continues to work with the contractor to get the final closeout documents. PA DEP has verbally confirmed that registration is not needed for the generator. ARRO has requested written confirmation for the records.

Well 3 & South Jacob Street Water Treatment Plant – ARRO is continuing with final design and has prepared a revised submission to PA DEP for the UV System addition as part of the Public Water Supply Permit. ARRO has met with East Donegal Township's Engineer to answer questions and concerns. ARRO will then attend the East Donegal Township's Planning Commission, Zoning Hearing Board and Advisors Meeting as their engineer is recommending approval. ARRO completed preparation of the Self Liquidating Debt report for the bond debt the Authority will be assuming for the project.

Air Scour System at Carmany Road Treatment Plant – ARRO and Authority staff met to discuss the memo outlining recommendations and associated costs from the study on October 13th. The outcome of the discussion at this time is to recommend moving ahead with the installation of a flow meter and modulating valve to improve the Authority's Operator's the ability to better process controls. Mr. Warfel clarified that control change does not need PA DEP approval as it is not a processing change. Mr. Leaman commented that staff is in the process of receiving quotes to present to the Board.

Elm Tree Properties – A second plan for water and sewer improvements for Phase 4B was submitted, reviewed and a comment letter was provided to the design team.

Authority Manager Report.

Mr. Leaman provided an update on the monitoring plan for Charles Spring: Mr. Leaman stated that SRBC contacted ARRO Consulting to discuss the submitted monitoring plan. Authority staff met with ARRO to discuss the changes that need to be made and resubmitted the plan. The change to the plan will require the Authority to install a weir monitoring device. Mr. Leaman stated that staff is currently looking to receive pricing.

Mr. Leaman provided an update on the Water Resource Plan: Mr. Leaman stated that the Authority received an approval letter from SRBC. Mr. Leaman stated that as part of the plan the Authority must submit an annual progress report with the first one due the end of January 2017.

Mr. Leaman provided an update on the SRBC Well 3 Pass-by: Mr. Leaman stated that the Authority received notification from SRBC on September 20th stating that the application has been received and issued a SRBC number for review.

Mr. Leaman provided an update on PA DEP Well 2 amendment application: Mr. Leaman stated that the Authority received a second letter from PA DEP requesting additional information on the Carmany Water Treatment Plant for their review of the requested increase to Well 2. A response letter from ARRO Consulting was sent to PA DEP on October 5th. The Authority, as of today, received a response letter from PA DEP denying the requested increase.

Mr. Leaman stated that PA DEP is denying the request based on the filters at the Carmany Water Treatment Plant will not be able to handle the capacity if one of the filters were to be offline. Staff recommended revisiting this after the new South Jacob Street Water Plant is in operation.

Mr. Leaman provided an update on the Well 4 drilling: Mr. Leaman stated that he has Myers Brothers tentatively scheduled to start November 14th. Mr. Leaman mentioned that he did receive an email from Mr. Don Mann inquiring when the Authority anticipates starting the drilling.

Mr. Leaman provided an update on the South Jacob Street Water Plant (New Water Plant):

- The Authority is waiting for Lancaster County Wide Communications to respond with what they can assist with regarding the new radio and antennae installations at the Carmany Water Treatment Plant and water tanks.
- ARRO and Watek are working on the response letter to PA DEP for the UV System that will be installed at the South Jacob Street Water Plant in lieu of completing the LT2 Monitoring at this time.
- ARRO completed the Self Liquidating Debt Report for the new borrowing. Barley Snyder will be filing the SLDR and other required documents for the borrowing with PA DCED.

Mr. Leaman informed the Board that he did email Thaddeus Stevens to inquire about potential internships within the rising freshman class.

Mr. Leaman informed the Board that the service technicians were at the Wastewater Treatment Plant last week to troubleshoot the solar array system to determine what causes the system to shut down. Mr. Leaman stated that the problem was identified and repaired last week. Mr. Leaman stated that the conduits were damaged which allowed water to leak in and shorted the panels out.

Mr. Leaman informed the Board that he sent the response letter to Rapho Township in regards to the additional sewer EDU request.

Mr. Leaman informed the Board that Authority staff will be working with ARRO to finalize the updated water and sewer tapping fees. Mr. Leaman stated that the final borrowing amount needed to be known before final figures can be finalized. Mr. Leaman stated that he would expect to have this information for the Board in November.

Mr. Leaman informed the Board that the grant application for the Nitrate Rehabilitation Project will be delivered to PA DCED tomorrow.

Mr. Leaman presented to the Board the 2017 potential meeting dates. Mr. Leaman made the Board aware that July 4th falls on the first Tuesday in July, of which Mr. Leaman suggested to move the meeting to Wednesday, July 5th. The Board asked Mr. Leaman to review the calendar to see if the Authority's seven committee meetings can be switched from 10:00 AM to 5:00 PM.

Assistant Authority Manager Report

Mr. Ardini stated that the construction department has completed working on the macadam patches on Route 230 that needed done prior to the state deadline. Staff is currently working on submitting for the close out.

Mr. Ardini informed the Board that Heisey Mechanical is tentatively scheduled to start the installation for the primary clarifier in December. This would be for the primary clarifier #1.

Mr. Ardini stated that the Authority received the invoice from Fluid Pinpointing Services for the leak detection survey. The cost was \$7,215 and noted that this was well below the budgeted amount.

Mr. Ardini stated that LRM was present and calibrated the flow meters at the Wastewater Treatment Plant and Pump Stations on October 14th. There may be an issue with the temperature compensator within the effluent ultrasonic head at the Wastewater Treatment Plant and will have staff monitor the meter. All other meters were within calibration.

Mr. Ardini stated that the John Deere Skid Loader was delivered on Thursday, October 13th. Staff was given instructions on its operation and how to use the additional attachments.

Mr. Ardini provided an update on the water line installation on Range Road: Mr. Ardini stated that the previously reported start date will be changed to the middle of November rather than the beginning of November.

Mr. Ardini informed the Board that the hydrant painting has been completed for this year.

Mr. Ardini informed the Board that staff has been working on high water bill complaints from customers. Office staff has been able to answer many of their questions and some had to be addressed by staff by visiting the homeowner.

Mr. Ardini provided an update on the meter at Melhorn Trucking: Mr. Ardini stated that the meter head was removed Tuesday last week and a temporary head is in its place. The supplier is currently verifying the calibration. Mr. Ardini stated that he has been reading the meter and after 6 days, the readings are averaging 9,000 gallons a day which is about the same average on the old meter head.

Business Manager Report.

Mrs. Fenicle provided an update on delinquent notices that were sent in September: Mrs. Fenicle stated that 50 owner occupied notices were sent totaling \$15,495 out of which \$12,813 was collected and the remaining established a payment plan. There was also one property terminated which is vacant. Mrs. Fenicle stated that 28 rental notices were sent totaling \$11,215 out of which \$5,525 was collected and second notices were sent to those remaining. Mrs. Fenicle informed the Board that October is the last month to send notices as the Authority follows the PUC Regulations and therefore the final round of notices were sent today for customers who have a delinquent account of \$200 or more and are not currently on a payment plan.

Minutes of the Previous Meeting.

A **MOTION** was made by Mr. Golicher and a second by Mr. Hamm to approve the September 20, 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. Golicher to authorize Mr. Leaman to submit a letter to Borough Council to reappoint Mr. John Rebman to serve another five year term on the Authority Board; motion carried.

Any Other Matter Proper to Come before the Authority.

Mr. Derr asked if the Authority received a response to the letter sent to Oak Tree Development in regards to the reallocation of EDU's for the Hotel. Mr. Leaman replied no.

Authorization to Pay Bills.

A **MOTION** was made by Mr. Derr and a second by Mr. Hamm to approve the attached Requisition No. 12 as follows: \$35,704.42 from the Water Operating Fund and \$39,412.27 from the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Golicher and a second by Mr. Derr to approve the attached Requisition No. WBRI 16-19 in the amount of \$22,772.84 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 16-13 in the amount of \$21,388.85 from the Sewer Bond Redemption Improvement Fund; 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 4:52 PM.

Respectfully submitted,

Robert R. Golicher
Secretary