

Mount Joy Borough Authority
Regular Monthly Meeting
October 3, 2017
Minutes

The Mount Joy Borough Authority held its regular meeting on this date in Council Chambers of the Borough Offices Building. Present were Vice-Chairman Derr, Mr. Golicher, Mr. Hamm and Mr. Metzler. Also present were Angie Fenicle, John Leaman and Joseph 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.

Discussion on Pension Plan with Mr. Stacy Heistand from Asset Strategy.

Mr. Stacy Heistand from Asset Strategy was present to discuss the performance of the Pension Plan for Mount Joy Borough Authority. Mr. Heistand noted that the Pension Plan is 95% funded. Mr. Heistand reminded the Authority Board that updating the mortality table is the given factor that the plan changed to 95% funded. It was also stated that staff and the Board should not lose sight of updating the mortality tables in 2019 and 2021 to bring the plan up to date with the most current mortality table. Mr. Leaman replied that the next few years staff and the Board will need to review the percentage of contributions as an increase will need to be incorporated in the budget to cover the MMO obligations. Mr. Metzler commented that staff and the Board may want to consider different options when new employees are hired to help benefit the pension plan. Mr. Leaman asked if the Board is satisfied with the current standing of the pension plan of which the Board replied they are.

Consulting Engineer Report.

Mr. Dale Kopp was present to provide an update for the South Jacob Water Plant Project. Mr. Kopp mentioned that the contractor has been working 12-hour days to help catch up from lost time. The contractor has completed 33% of the clear wells and stated the excavation for the neutralization and salt tank of which they encountered some rock. Mr. Kopp noted that even though the clear wells have been holding up the progress, the contractor has been trying to do other work to help with the setbacks. Mr. Kopp also stated that PPL was on site and installed the electric pole. Mr. Derr asked if the contractor is providing reports to determine how much man power is on site daily. Mr. Kopp replied yes, the contractor provides weekly certified payroll records. Mr. Leaman stated that Mr. Davis and staff reviewed the contract with PACT TWO and have negotiated the permit fees in exchange to extend the contract by 26 days. The Authority Board was pleased with this outcome. Mr. Kopp noted that a progress meeting is scheduled for October 10th.

Authority Manager Report

Mr. Leaman asked for an executive session prior to closing the meeting to discuss a possible litigation.

Mr. Leaman provided an update on the Verizon antenna upgrade: Mr. Leaman stated he sent the consent form and Mr. Doug DeClerck's report to Verizon. The next step will be for Verizon to schedule a pre-construction meeting to review Mr. DeClerck's inspection schedule and process.

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

- All the letters providing notice of the Ground-Breaking event scheduled for October 16th at 10:00 AM have been mailed.

Mr. Leaman provided an update on the electric renewal contract: Mr. Leaman stated that he provided copies of the electric invoices and completed the letter of authorization for On-Demand Energy Solutions to release for pricing. The pricing request was submitted on November 21st.

Mr. Leaman stated that the employee health care meeting with Mr. Jeff Shatzer was held today and feels it was received very well.

Mr. Leaman informed the Board that he will be on vacation next week.

Mr. Leaman informed the Board that Borough Council approved the appointment of Mr. John Hiestand to fill Mr. Bob Golicher's term effective November 1, 2017 at last evenings Council Meeting.

Mr. Leaman informed the Board of a dispute with the new accounting software contract, Financial Edge. Mr. Leaman stated as staff continued to proceed with building the data bases for the program, many more questions arose and therefore, seemed to be some miscommunication between the vendor and Authority / Borough staff. Mr. Leaman stated that the communication lies between the amount of detail history to incorporate into the new software. Mr. Leaman stated that the cost of the new upgrade cost \$25,800 with 50% of that being the responsibility of the Borough. The vendor is stating it will cost and additional \$12,000 for the complete conversion tool. Mrs. Fenicle stated that after doing research and visiting and sitting in different presentation, both Mrs. Frey and herself felt comfortable that this program was a fit as it is very similar to the software that is currently being used. The Authority Board agreed to negotiate the price during the conference call and authorized staff to make decisions on moving forward dependence upon the negotiation.

Assistant Authority Manager Report

Mr. Ardini informed the Board that ARRO submitted the plans to PennDOT for the Marietta Avenue Watermain Relocation Project and are waiting on a response to proceed with the work.

Mr. Ardini informed the Board that the display for the polymer system on the belt filer press has ceased function. Mr. Ardini stated that this will be an upgrade to the current display and will be paid from the Sewer BRI Fund. The cost of the unit will cost between \$10,000 - \$15,000. Mr. Golicher asked if this is something that staff can plan and include in the fiscal year budget. Mr. Ardini replied this type of failure is unpredictable as this display unit has been in service since 2003.

Mr. Ardini stated that staff did start the LT2 testing on Wells 1 and 2 this week. This testing will be required for two years.

Mr. Ardini stated that staff is currently working on the figures for the Total Nitrogen and Total Phosphorous limits. The water year for these limits is from October 1st to September 30th. Staff is currently waiting on the results for September, however, greatly feel that the figures will be under the limit for both test.

Mr. Ardini stated that Authority staff met with Elizabethtown Area Water Authority (EAWA) Manager, Mr. Del Becker to discuss setting a date to meet with PA DEP to further discuss the Source Water Protection Plan. The meeting date is schedule for October 26th. Mr. Ardini stated that EAWA agrees to form a committee of seven or eight members for this plan. PA DEP will present a presentation on how to discuss with the public.

Mr. Ardini stated that staff would like to move forward to have the Fairview Road Pump Station electrical panel replaced which is one of the capital improvement plan projects. Mr. Ardini stated that \$20,000 was budgeted for this project and Garden Spot Electric provided a quote of \$10,618. The Authority Board authorized staff to move forward.

Mr. Ardini stated that the AWWA would like the Authority to host an Electrical Hazards course on November 2nd at the Parks Department Building of the Borough. The Authority employees will receive a discount for hosting the event. The cost for the 13 employees will be \$650 and the class qualifies for 3.5 PA DEP hours. Mr. Ardini stated that this course will be open to other municipalities to attend. The Authority Board authorized staff to host the course.

Business Manager Report

Mrs. Fenicle stated that she authorized Fulton Bank to complete the September transfers for payments due on the Bonds and Notes November 1st. Mrs. Fenicle informed the Board that \$200,000 was trasnfered to the Water BRI Fund as per the trust indenture.

Minutes of the Previous Meeting

A **MOTION** was made by Mr. Golicher and a second by Mr. Hamm to approve the September 5, 2017 meeting minutes as presented; motion carried.

Unfinished Business

There was no unfinished business to discuss.

New Business

A **MOTION** was made by Mr. Metzler and a second by Mr. Hamm to approve the Messiah Lifeways / Mount Joy Country Homes Phase 2A Developers Agreement; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Golicher to approve Resolution No. 8-17 to enter into a Deed of Dedication for the Conveyance of Interest in Utility Facilities to serve Mount Joy Country Homes Development and to reduce letter of credit to 15% of the cost opinion of \$128,200 retaining a balance of \$19,230 as recommended by ARRO Consulting's letter dated October 2, 2017; motion carried.

Any Other Matter Proper to Come Before the Authority

Mr. Leaman announced that Barley Snyder will be hosting a luncheon program at the Lancaster Country Club on October 19th from 11:30 AM to 1:30 PM.

Authorization to Pay Bills

A **MOTION** was made by Mr. Metzler and a second by Mr. Hamm to approve the attached Requisition No. 11 as follows: \$49,449.09 for the Water Operating Fund and \$50,063.49 for the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Hamm and a second by Mr. Golicher to approve the attached Requisition No. WBRI 17-17 in the amount of \$1,149.88 from the Water Bond Redemption and Improvement Fund; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Hamm to approve the attached Requisition No. 11 in the amount of \$415.00 from the 2016 Construction Fund; motion carried.

Executive Session

An executive session was held for litigation purposes with no decisions made. A **MOTION** was made by Mr. Metzler and a second by Mr. Hamm to reconvene the public session at 6:08 PM; motion carried.

Adjournment

There being no further business, a **MOTION** was made by Mr. Hamm and seconded by Mr. Golicher to adjourn; motion carried and the meeting adjourned at 6:09 PM.

Respectfully submitted,

Robert R. Golicher
Assistant Secretary