

Mount Joy Borough Authority  
Pre-Authority  
September 19, 2017  
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, 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. 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. Dale Kopp provided updates on the following projects and developments:

South Jacob Street Water Treatment Plant – PACT TWO has mobilized and has completed the composting pad for the Borough's use. PACT TWO is currently engaged in the excavation of the finished water clearwells located at the Northeast corner of the proposed water treatment plant. The excavation started on September 5<sup>th</sup> and continues due to the amount of hard rock that has been encountered. Mr. Kopp stated that as of September 15<sup>th</sup>, the contractor removed 193.5 CY of rock to date and has also dug at 14-foot-deep test pit at the brine tank location and encountered minimal rock. Mr. Kopp also stated that there was a meeting held with PACT TWO, Evoqua, Authority staff, ARRO staff and Mr. Mike Davis today. Mr. Kopp stated that PACT TWO requested funds to retrieve the permits from East Donegal Township (EDT) and mentioned that this was not a line item on the bid documents at a cost of \$12,000 which is the zoning permit fee and the stormwater escrow inspection fee. Mr. Kopp noted that EDT did waive the financial security for the project. Mr. Kopp also stated that PACT TWO also has a discrepancy with the notice of proceed date of which ARRO documents show July 13<sup>th</sup> and PACT TWO states it should be August 8<sup>th</sup>. Mr. Kopp disagrees with PACT TWO as the notice to proceed date relates to the date the documents were signed.

Carmany Road Nitrate Resin Replacement – ARRO has started the PA DEP Public Water Supply Permit Amendment Application. ARRO anticipates submittal by October 1<sup>st</sup> and then will begin to prepare the bidding specifications.

Rapho Industrial Park – In late August, Steckbeck Engineering submitted revised sheets showing the elevations/bury depths of the Sanitary Sewer through the swale areas. These appeared to be acceptable, therefore, ARRO requested complete set of revised plans to be submitted for review.

Donegal Square – ARRO and Authority Staff are in the process of reviewing the record plans that were submitted on September 12<sup>th</sup>.

1335 Strickler Road – A pre-construction meeting was held on September 6<sup>th</sup>. The contractor was anticipating starting the work on September 18<sup>th</sup>. ARRO is awaiting an updated schedule.

**Authority Manager Report.**

Mr. Leaman stated that he was contacted by Verizon regarding an antenna upgrade they intend to do at the David Street Water Tank. Plans have been submitted to Mr. Doug DeClerck for review and comment and was sent to Lancaster County Wide Communications, still awaiting response. Mr. Leaman also stated that AT&T also contacted the Authority as they are looking to do an antenna upgrade and requested the plans to be submitted to Mr. DeClerck for review.

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

- ARRO is in the process of sending out the letters providing notice of the ground-breaking event scheduled on October 16<sup>th</sup> at 10:00 AM.
- Mr. Leaman had a follow up discussion relative to the PACT TWO meeting that was held today. Mr. Leaman stated that the concerns PACT TWO expressed were the three-week delay from ARRO after requesting a pre-construction meeting, the permit fees due to East Donegal Township, the liquidated damages closure

with Evoqua, as well as the notice to proceed date and asked for a four-week extension. Mr. Leaman stated that Authority staff did not know of any permit fees until today's meeting. Mr. Mike Davis discussed with the Board possible options to negotiate with PACT TWO. To conclude the discussion, the Authority Board requested that Mr. Leaman contact PACT Two and have the discussion with the contractor regarding a resolve to the change of notice to proceed and EDT permit fees.

Mr. Leaman provided further comments on Rapho Industrial Park Sewer Project. It was stated that the engineers for Rapho Associates requested a sewage plan exemption for the Rapho Industrial Park to PA DEP and received notification it was denied. The exemption applies to new land / developments. Since Rapho Industrial Park is existing a full module is being required.

Mr. Leaman informed the Board that he started reviewing electric rates for the Authority's facilities. The current contracts expire in June 2018; however, the electric rates are at a 15-year low. Mr. Leaman stated that he would like to send a letter of authorization to On Demand Firm who is part of PMAA of which the Authority is a member of to complete the research of electric pricing on behalf of the Authority. The Authority will receive a report within two weeks. The Authority Board authorized Mr. Leaman to move forward.

Mr. Leaman provided an update on health care changes: Mr. Leaman stated that staff met with Mr. Jeff Shatzer last week to discuss the upcoming changes. Mr. Shatzer is scheduled to appear on October 3<sup>rd</sup> to conduct open enrollment for the health care portion of the employee benefits. In early December, Mr. Shatzer will return to present the voluntary benefits such as Aflac and Flexible Spending Account options and discuss the vision and dental plans. Mr. Leaman stated that he did meet with the employees regarding the HSA accounts and transferring them to another account of which Northwest Savings Bank will be present in December to help with the transition.

Mr. Leaman discussed with the Board Property Liability and Worker's Comp Insurance. Mr. Leaman stated that after looking at the comparison of the two quotes, the amounts were approximately the same. Mr. Leaman also stated that he figured in the dividends that the Authority receives from MRM Property Trust. The Board asked about customer service. Mrs. Fenicle replied that they work quickly and is satisfied with the services thus far. The Authority Board authorized staff to continue with the current insurance companies for both property liability and worker's comp.

Mr. Leaman stated Mr. Jason Bowers had surgery today to repair his injury that occurred in August.

Mr. Leaman informed the Board that he submitted the request letter to Mr. Sam Sulkowsky to appoint Mr. John Hiestand to the Authority Board.

### **Assistant Authority Manager Report**

Mr. Ardini informed the Board that a Highway Occupancy permit will be submitted for the disconnection of the potentially two waterline services that are no longer being used. The lines are located on Route 230 on the West side of the train tracks. These services were shut off at the curb stop but never disconnected at the watermain.

Mr. Ardini informed the Board that staff will be working on collecting coliform samples for the second half of the month. Staff also replaced a valve that was malfunctioning on the brine system.

Mr. Ardini provided an update on the Waterline Replacement on New Haven Street: This project is complete. Staff will notify PennDOT of the closeout portion of the project.

Mr. Ardini informed the Board that staff will be patching Florin Avenue this week which was caused by a waterline repair that happened two months ago.

Mr. Ardini informed the Board that a small VFD failed on the lime conveyer system at the Wastewater Treatment Plant. Staff did some diagnosis and the unit will need to be replaced at a rough cost of \$350.00.

Mr. Ardini stated that staff installed a new slip ring on the sewer camera equipment along with new traction wheels and appears to be working well.

Mr. Ardini informed the Board that the new service truck arrived last Thursday. During the restocking of the truck with parts and equipment, it was determined that additional shelving is needed. The cost of the shelving, cable step and grab handle will cost approximately \$710.00.

### **Business Manager Report.**

Mrs. Fenicle discussed with the Board the online bill payment options. Mrs. Fenicle stated that after multiple meetings and visiting with other Authority's, staff felt Municipay was the right choice and noted there will be no liability on the Authority. Mrs. Fenicle noted that Elizabethtown Water Authority currently has Municipay in place and are in the process to converting their billing system to AMS, once completed, staff will be visiting the site to see how the two programs work together.

### **Minutes of the Previous Meeting.**

A **MOTION** was made by Mr. Metzler and a second by Mr. Golicher to approve the August 15, 2017 meeting minutes; 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. Derr to approve Payment Application No. 1 from PACT TWO in the amount of \$591,411.57 for the South Jacob Water Treatment Plant and Well 3 as recommended by ARRO Consulting's letter dated September 14, 2017.

### **Any Other Matter Proper to Come before the Authority.**

Mr. Leaman asked the Board for authorization to carry over three vacations day and was granted.

### **Authorization to Pay Bills.**

A **MOTION** was made by Mr. Derr and a second by Mr. Hamm to approve the attached Requisition No. 10 as follows: \$53,431.66 from the Water Operating Fund and \$74,266.09 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 17-16 from the Water Bond Redemption and Improvement Fund in the amount of \$23,561.98; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to approve the attached Requisition No. SBRI 17-9 from the Sewer Bond Redemption and Improvement Fund in the amount of \$23,014.00; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to approve the attached Requisition No. 10 from the 2016 Construction Fund in the amount of \$598,965.67; motion carried.

### **Adjournment.**

There being no further business, a **MOTION** was made by Mr. Derr and seconded by Mr. Metzler to adjourn. Motion carried and the meeting adjourned at 5:53 PM.

Respectfully submitted,

Robert R. Golicher  
Secretary