

# Mount Joy Borough Authority Meeting

## Minutes- February 17, 2026

The Mount Joy Borough Authority held its regularly scheduled Authority meeting on this date in the Council Chambers of the Borough Office Building. Present were, Chairman Rebman, Vice-Chairman Derr, Mr. Melhorn and Mr. Ruffini, Mr. Metzler was absent. Also present were Lindsey Edgell, Scott Kapcsos, Zachary Dennis, Shavon Vasquez, and Mr. Mike Davis with Barley Snyder. Chairman Rebman called the meeting to order at 4 PM.

### **Public Input**

No one from the public was present.

### **Consulting Engineer Report**

A written report was provided.

### **Authority Manager Report**

Mr. Kapcsos provided a written report and highlighted the following items.

Mr. Kapcsos provided updates on N Market Ave Construction Department Shops Renovation Project and discussed several Change Orders and Work Directives. Most changes have been small, but one larger concern is how to finish the exterior wall that is uneven and covered in plaster. The board supports moving forward with framing and approves Mr. Kapcsos to make the final choice on material and amount.

### **Fairview St Water Main Replacement Project**

- Mr. Kapcsos received notification from Rail Pros, a third-party administrator working with Norfolk Southern that the area of the track involved had reportedly been sold to Amtrak. Mr. Kapcsos also states there is no evidence in property records showing a change of ownership from Norfolk Southern to Amtrak. As a result, he believes Norfolk Southern remains its owner.
- Mr. Kapcsos discussed the grant for this project and a potential contingency plan for removing the boring portion of the project for now completing the north and south segments and returning later to finish the crossing. Another possibility would be expanding the project scope to include replacement of the aging cast-iron water main on Birchland Ave (from Fairview St to Springville Rd), which has been on the long-term replacement list and could be integrated using existing valves. These options may be necessary to ensure progress and maintain eligibility for grant funding.

Mr. Kapcsos reported that no progress has occurred on WWTP Dystor Project since the previous meeting due to delays in receiving weights for the new pressure relief valves. The needed part arrived yesterday (February 16th), and the project is now awaiting scheduling with the contractor to return to site and begin setting up. This caused a setback in the schedule; and we may need to extend the contract final completion dates.

Mr. Kapcsos reported that the Conservation District was unable to perform the planned site visit needed to complete the NOT for the NPDES permit due to snow cover. The Conservation District indicated they will conduct the visit once the snow has melted and then provide an update to the Authority.

Mr. Kapcsos reported that work on the new Authority website and domain is ongoing. Melissa and Phil are finalizing the setup and content, with slight delays related to selecting updated photographs. The plan is to complete all content first and add updated photos later. We anticipate having the new website operational by end of March.

Mr. Kapcsos reported that preparations for drilling Well #4 are progressing. The E&S plan is being finalized, and staff will assist with installing E&S controls once the driller mobilizes. A comment letter was received from SRBC following the recent on-site meeting, their concerns focused more on aquifer test monitoring that will occur after the well is drilled and confirmed to be a viable source. No additional approvals are required at this stage. Rettew is obtaining

final pricing from the driller, and the current schedule anticipates early March weather permitting, for test drilling to begin. Staff will also continue to keep the property owner informed as the project advances.

Mr. Kapcsos reported that there is no significant update on the borough administration building. Substantial completion is scheduled for March 22nd. Furniture delivery is planned for April 20th, with a potential move-in on either Friday, April 24th or Friday, May 1st.

Mr. Kapcsos reported that he received a request regarding the relocation of the existing fire hydrant located at the corner of Marietta Ave and S Market St. The request was submitted in connection with the proposed Malmedy Massacre Memorial planned for that location. Mr. Kapcsos explained that, following initial discussions, he proposed a potential solution involving disconnecting the hydrant at its current location, installing a 90-degree bend, and relocating the hydrant beneath the tree canopy to the left of the memorial entrance. This modification would move the hydrant away from the primary access area of the proposed memorial.

The Board discussed the request and confirmed there were no objections to the Authority participating in the relocation of the hydrant, provided that the hydrant is not painted. Mr. Kapcsos noted that he would follow up to determine the timing of the project and coordinate any required scheduling.

Mr. Kapcsos reported that a few water/sewer capacity (EDU) requests have been received within the past month and are currently under review.

- **Rapho Township**  
Chiques Crossing – 343 EDUs  
Donegal Square – 90 EDUs
- **Mount Joy Borough**  
Vanguard Garber Tract – 72 EDUs

Mr. Kapcsos reported that he received updated pricing information from World Kinect regarding natural gas supply options for the four facilities. Mr. Kapcsos explained that, like the electric supply arrangements, natural gas may also be purchased through a third-party supplier.

A **MOTION** was made by Mr. Derr and a second by Mr. Melhorn to authorize the Authority Manager to enter a natural gas supply contract at his discretion; *motion carried*.

Mr. Kapcsos reported that staff will be attending the Career Fair at Thaddeus Stevens College on February 25th. He noted that although registration occurred when several positions were open, participation will continue as planned despite being fully staffed. Mr. Kapcsos stated that the Career Fair is a significant regional event, and organizers provided preliminary training and information on what to expect. Attendance will help the Authority maintain a presence with local educational institutions and support future workforce recruitment needs.

#### **Assistant Authority Manager Report**

Mr. Dennis provided a written report and highlighted the following items.

Mr. Dennis reported that updated pricing for the Softener Rehabilitation Project is currently under review. As part of the evaluation, Mr. Dennis states the need for potential repairs and interior painting once the tanks are opened.

Mr. Dennis informed the board that DEP recently completed its three-year compliance inspection of the water system. Only minor deficiencies were noted, and none were of concern, however, they requested that the Authority begin performing five-year tank inspections at the Carmany Road Water Treatment Plant.

## **Business Manager Report**

Ms. Edgell provided a written report and highlighted the following items.

### **Delinquent Accounts:**

- Last month's delinquent balance was \$116,000, and it has increased to \$273,000.
- When compared to the same point last quarter (\$305,000), the Authority is doing better than November.

### **Budget Meetings:**

- Staff held their first budget meeting with supervisors on February 9, with the next scheduled for tomorrow.

### **Banking & Fraud Protection Updates:**

- The bank froze the fraud account without notifying the Authority, which caused some returned checks.
- To prevent future issues, Positive Pay Fraud Protection was added to both operating accounts—checks now must match exact details, or Ms. Edgell must approve them.
- The daily approval requirements have not been burdensome.

### **Payroll Account Changes:**

- Payroll checks are being phased out:
  - FSA and 457 payments will now be sent by bank transfer.
  - Aflac payments will now be ACH withdrawals.
  - The only remaining paper check in payroll is 1 child support payment issued every two weeks, which is expected to be eliminated soon.

## **Minutes of the Previous Meeting**

A **MOTION** was made by Mr. Ruffini and a second by Mr. Melhorn to approve of January 20, 2026, meeting minutes as presented; *motion carried.*

## **New Business**

A **MOTION** was made by Mr. Ruffini, a second by Mr. Derr to approve payment Application No 11 for Eastern Environmental Contractors, Inc in the amount of \$87,563.25 per Arro letter dated February 7, 2026; *motion carried.*

A **MOTION** was made by Mr. Melhorn and a second by Mr. Ruffini to approve payment Application 1 for D&T Electric LLC in the amount of \$29,595.47 per Rettew letter dated February 12, 2026; *motion carried.*

A **MOTION** was made by Mr. Derr and a second by Mr. Melhorn to approve payment Application No 1 for Weidner Construction Services LLC in the amount of \$48,257.42 per Rettew letter dated February 4, 2026; *motion carried.*

A **MOTION** was made by Mr. Melhorn and a second by Mr. Derr to approve payment Application No 1 for Garden Spot Mechanical, Inc. in the amount of \$42,255.00 per Rettew letter dated February 4, 2026.; *motion carried.*

A **MOTION** was made by Mr. Melhorn and a second by Mr. Derr to approve the Final Minor Subdivision Plan for Lancaster County Career and Technology Center as per Rettew recommendation letter dated February 10, 2026; Mr. Kapcsos noted this was an addition of the one lot off Fairview St; *motion carried.*

A **MOTION** was made by Mr. Derr and a second by Mr. Melhorn to approve the agreement between Doli Construction Corporation and Mount Joy Borough Authority for the Fairview St Water Main Replacement Project; *motion carried.*

A **MOTION** was made by Mr. Derr and a second by Mr. Melhorn to approve a Temporary Easement Agreement for Phase 3 of Borough's Little Chiques Stream Bank Restoration Project between Mount Joy Borough Authority and Mount Joy Borough; *motion carried.*

## **Other Matter**

Mr. Kapcsos presented an overview of credit card reader options and the associated costs. He emphasized the need to expand its available payment methods and requested feedback from the Board. The Board agreed we should have as many payment options as possible for customers and agreed on the purchase of a credit card reader for the office.

**Authorization to Pay Bills**

A **MOTION** was made by Mr. Derr and seconded by Mr. Ruffini to approve Requisition No 10 as follows: Water Operating in the amount of \$188,229.10 and Sewer operating in the amount of \$162,130.31; *motion carried.*

A **MOTION** was made by Mr. Ruffini and seconded by Mr. Melhorn to approve Requisition No WBRI 26-2 from the Water Bond Redemption and Improvement Fund in the amount of \$89,525.51; *motion carried.*

A **MOTION** was made by Mr. Derr and seconded by Mr. Ruffini to approve Requisition No SBRI 26-2 from the Sewer Bond Redemption and Improvement Fund in the amount of \$178,269.00; *motion carried.*

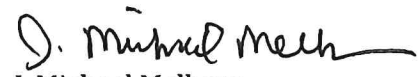
**Executive Session**

An executive session was held to discuss personnel and a possible litigation matter.

A **MOTION** was made by Mr. Derr and a second by Mr. Ruffini to reconvene to the regular meeting at 6:45 PM; *motion carried.*

A **MOTION** was made by Mr. Derr and a second by Mr. Ruffini to adjourn the meeting at 6:46 PM; *motion carried*

Respectfully submitted,



J. Michael Melhorn  
Secretary