# Mount Joy Borough Authority <br> Pre-Authority Meeting Agenda <br> 4:00 PM, April 16, 2019 

1. Call to Order
2. Roll Call-Chairman Rebman, Mr. Derr, Mr. Weems, Mr. Hamm and Mr. Metzler
3. Public Input Period - Hearing of any citizen within the service area.
4. Reports:
A. Consulting Engineer
i. Executive Session
B. Authority Manager
C. Operations Manager
D. Business Manager
5. Approval of the Minutes: Approval of the minutes from March 19, 2019.
6. Unfinished Business:
A. Discussion on purchasing new vehicles.
B. Discussion on purchasing a new excavator.
7. New Business:
A. Consider approval of Payment Application No. 4 from M2 Construction, LLC. In the amount of $\$ 83,232.66$ for the Carmany Road WTP Nitrate Units Resin Replacement Project as recommended by ARRO Consulting's letter dated April 9, 2019.
8. Any other matter proper to come before the Authority:
9. Authorization to pay bills:
A. Consider approval of Requisition No. 23 for the Water Operating Fund in the amount of $\$ 78,955.09$ and Sewer Operating Fund in the amount of \$54,555.43.
B. Consider approval of Requisition No. WBRI 19-6 from the Water Bond Redemption and Improvement Fund in the amount of $\$ 83,947.08$.
C. Consider approval of Requisition No. 44 from the 2016 Construction Fund in the amount of \$18,976.89.
10. Meetings and dates of importance:
A. Tuesday, May 7, 2019
B. Tuesday, May 21, 2019
C. Tuesday, June 4, 2019
D. Tuesday, June 18, 2019

Regular Monthly Meeting - 4 PM
Pre-Authority Meeting - 4 PM
Regular Monthly Meeting - 4 PM
Pre-Authority Meeting - 4 PM

## 11. Adjournment

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

Mount Joy Borough Authority<br>Pre-Authority<br>March 19, 2019<br>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. Hamm, Mr. Metzler and Mr. Weems. Also, present were Lindsey Edgell, Scott Kapcsos and Joe Ardini, Matt Warfel from ARRO Consulting and Mike Davis from Barley Snyder, Mr. Derr was absent. Chairman Rebman called the meeting to order at 4 PM.

## Public Input Period

There was no one present from the public.

## Consulting Engineer Report

Mr. Warfel provided updates on the following projects and developments:
South Jacob Street Water Treatment Plant and Well 3 Site - ARRO continues to have a representative on-site and the new plant looks a lot cleaner. Mr. Warfel spoke with the board regarding some letters ARRO has received from PACT 2 and how ARRO will respond to those letters.

Carmany Road Nitrate Resin Replacement - Repairs to Unit No. 1 are complete. The contract has a substantial completion date of April 30, 2019.

Marietta Avenue Pedestrian Safety Project - ARRO has been working with Authority Staff and the Borough's engineer to finalize the plans and bidding documents for the water and sewer system improvements scheduled to occur with the Borough's work on Marietta Avenue and the remainder of the Penn DOT resurfacing project from the Amtrak Bridge to Union School Road.

Chapter 94 Report - ARRO completed and submitted the Authority's chapter 94 Report on March 5, 2019, PA DEP received the report on March 6, 2019.

Carmany Road Water Treatment Plant NPDES Permit Renewal - ARRO has begun the renewal process of the NPDES Permit Renewal. They have provided Authority Staff with water quality sampling requirements necessary to submit with the application.

Rapho Triangle East Lot F7 - ARRO has been performing shop drawing submittal reviews and has been in discussion with the design engineer concerning fire flow testing for future building on the site.

Elm Tree Phase 5 (Musser Tract) - ARRO has received a land development plan for a new project called Elm Tree Phase 5, located along Strickler Road, north of the Rapho Township Community Park.

## Authority Manager Report

Mr. Ardini stated that he is currently working on articles and information for the 2019 Consumer Confidence Report.
Mr. Ardini stated that TRA will be conducting a study on the MMO (Minimum Municipal Obligation) to look at the impact utilizing the current mortality tables with improvements for the Authority at a cost of $\$ 600$.

Mr. Ardini said that he attended a meeting on the Chiques Creek Watershed Nutrient ARP (Alternative Restoration Plan on March $19^{\text {th }}$ at the Penn township Municipal Building.

Mr. Ardini informed the Board that he was contacted by Josh Deering from the Building Committee about replacing John Leaman on the committee, Mr. Ardini will be attending the meetings going forward.
Mr. Ardini stated that the Sewer Liaison meeting was held on March 12, 2019 with the following people present; Sarah Gibson, Justin Evans, Steve Weems, Jimmy Dennis, Scott Kapcsos and Joe Ardini. The next meeting is scheduled for September 10, 2019.

Mr. Ardini stated that ARRO Consulting and staff are working on collecting information for the submission of the Carmany Road Water Plant NPDES permit renewal.

## Operations Manager Report

Mr. Kapcsos provided an update on each of the departments.

- Construction Department:
- Staff completed investigative excavations on the valves at the South Jacob Street and New Street intersection and completed the necessary repairs for the future; the water atlas will need to be updated to show the right valve configuration in the intersection.
- Staff completed a curb box repair at 318 Hill Street, an invoice will be created for this work.
- Staff was on-site to make the necessary repairs to the sewer main on Willow Creek Drive that was compromised by a sinkhole.
- Staff terminated the existing $3 / 4$ " water service for the old Buffenmyer property at 560 Clay Alley (currently owned by the American Legion). An invoice will be created for this work.
- Water Plant:
- Staff performed the first round of coliform and LT2 samples for the month of March.
- Mr. Kapcsos stated we have received all $1^{\text {st }}$ quarter sample results and all were acceptable.
- Staff completed the final steps of complying to the EPA method 334 rule which was verifying and calibrating all in house colorimeters. We will be launching new paperwork to show compliance within the next two weeks.
- Garden Spot Electric was in to do rough wiring for three new actuators that will be installed on the softener influent valves.
- Waste Water Treatment Plant:
- Staff submitted annual lab accreditation renewal.
- Staff videoed a sewer main on Four Star Drive where a sinkhole was observed, the sewer line was not compromised.
- The Flush Truck was taken to Fleetmasters for an electrical problem, there was a short in the radio.
- Staff is in the process of draining final clarifier \#1 to clean out debris.
- Staff finished up the install of primary sludge pump \#1, start up is taking place this week.
- Additional Items:
- Mr. Kapcsos informed the board that staff is scheduled to do water main work on Marietta Avenue on $3 / 26 / 19$, a boil water notice will be needed for this work.
- Mr. Kapcsos stated that he received an email from a property owner that lives next to the Carmany Pump Station concerning the removal of the trees around the pump station. The board held a small discussion on this.


## Business Manager Report

Mr. Ardini went over the water and sewer budget reports.

## Minutes of the Previous Meeting

A MOTION was made by Mr. Hamm and a second by Mr. Metzler to approve the February 19, 2019 meeting minutes as amended; 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 Payment Application No. 19 from PACT TWO, LLC in the amount of $\$ 6,650$ for the South Jacob Street Water Treatment Plant and Well 3 as recommended by ARRO Consulting's letter dated March 14, 2019; motion carried.

A MOTION was made by Mr. Metzler and a Second by Mr. Hamm to approve Resolution No. 3-19 authorizing Pennsylvania Department of Transportation to generate a revised agreement with MJBA for the manhole replacement on SR 772; motion carried.

A MOTION was made by Mr. Metzler and a second by Mr. Hamm approval was given to revise the signature cards for all Northwest Bank Accounts to reflect the current Board Members, John D. Rebman, Larry A. Derr, Steven M. Weems, Richard S. Hamm and Christopher E. Metzler; motion carried.

A MOTION was made by Mr. Metzler and a second by Mr. Hamm approval was given to revise the signers of the Safety Deposit Box held at Northwest Bank to reflect the current Board Members, John D. Rebman, Larry A. Derr, Steven M. Weems, Richard S. Hamm and Christopher E. Metzler, and also two Authority Employees, Joseph M. Ardini and Angela A. Fenicle; motion carried.

Mr. Ardini reviewed the 10-Year Capital Improvement Plan and the board held a discussion. The board agreed that we should look at replacing the 2009 Ford Explorer with a pick-up truck that can carry more than 4 people. Mr. Ardini also stated that once the new plant is online, he would like to have ARRO and Authority Staff update the 10-year Capital Improvement Plan. The board and staff also had a discussion on purchasing a mini excavator if all the fluid checks on the current backhoe are acceptable.

## Any Other Matter Proper to Come before the Authority

 There was no other matter.
## Authorization to Pay Bills

A MOTION was made by Mr. Metzler and a second by Mr. Hamm to approve the attached Requisition No. 21 as follows: $\$ 32,389.54$ from the Water Operating Fund and $\$ 46,840$ from the Sewer Operating Fund; motion carried.
A MOTION was made by Mr. Hamm and a second by Mr. Metzler to approve the attached Requisition No. WBRI 195 from the Water Bond Redemption and Improvement Fund in the amount of $\$ 1,084.15$; motion carried.

A MOTION was made by Mr. Metzler and a second by Mr. Hamm to approve the attached Requisition No. 43 from the 2016 Construction Fund in the amount of $\$ 30,443$; motion carried.

## Adjournment

There being no further business, a MOTION was made by Mr. Metzler and seconded by Mr. Weems to adjourn. Motion carried and the meeting adjourned at 6:15 PM.


TELEPHONE: (717) 653-5938
MOUNT JOY BOROUGH AUTHORITY
P.O. BOX 25

MOUNT JOY, PA 17552
INCORPORATED 1948
FAX: (717) 653-6680

WATER OPERATING REQUISITION NO.:
DATE:
April 16, 2019
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 reqisitioned, 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:
$\$ \quad 1,155,533.14$
TOTAL AMOUNT OF THIS REQUISITION:

TOTAL AMOUNT REQUISITIONED TO DATE:

TOTAL CURRENT FISCAL YEAR APPROVED BUDGET:

| $\$$ | $17,484.28$ | Payroll | Acct. 21544 |
| :--- | :--- | :--- | :--- |
| $\$$ | $61,470.81$ | Expenses | Acct. 21510 |
| $\$$ | $78,955.09$ | Total |  |
|  |  |  |  |

$\$ \quad 2,469,940.00$



Debit 06.448.702

## Check Register - Water Operating Fund <br> Mount Joy Authority

| Deposits |
| :---: |
| \$0.00 |
| \$0.00 |
| 50.00 |
| \$0.00 |
| \$0.00 |
| \$0.00 |
| \$000 |
| \$0.00 |
| \$0.00 |
| \$0.00 |
| \$0.00 |
| \$0.00 |
| \$0.00 |
| \$0.00 |
| \$0.00 |
| \$0.00 |
| \$0,00 |
| \$0.00 |
| 5000 |
| \$000 |
| \$000 |
| \$0.00 |
| \$0.00 |
| \$0.00 |
| \$0.00 |
| \$0.00 |
| \$0,00 |
| \$0.00 |
| \$0.00 |
| \$0,00 |
| \$0.00 |
| \$0.00 |
| \$0.00 |
| \$0.00 |
| \$0.00 |
| \$0.00 |
| \$0.00 |
| \$000 |




| Transaction | Transaction | Transaction |
| :--- | :--- | :--- |
| Number | Source | Type |


$\operatorname{Pagex}_{2}$
3
0
0
 Gupuuny 1
Payments Mount Joy Authority
Check Register - Water Operating Fund

|  |  |
| :--- | :--- |
| Transaction |  |
| Rate |  |

# MOUNT JOY BOROUGH AUTHORITY 

P.O. BOX 25<br>MOUNT JOY, PA 17552

INCORPORATED 1948

SEWER OPERATING REQUISITION NO::

DATE:
April 16, 2019
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 November 15, 1996 (the "Indenture"), between the Mount Joy Borough Authority and your bank as Trustee, for the purpose and in the amounts set forth on the attached Schedule " $A$ ".

We certify that (i) 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 paragraphs (a) and (b) of Section 6.1 of the indenture or paragraph (a) of Section 6.3 of the Indenture; (ii) 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 in Section 9.10 of the Indenture; and (iii) the monies to be withdrawn are in compliance with the provisions of said Indenture.

MOUNT JOY BOROUGH AUTHORITY

> AUTHORIZED OFFICER

AMOUNT OF PREVIOUS REQUISITIONS:

TOTAL AMOUNT OF THIS REQUISITION:

TOTAL AMOUNT REQUISITIONED TO DATE:

TOTAL CURRENT FISCAL YEAR APPROVED BUDGET:
$\$ \quad 1,477,902.54$

| $\$$ | $20,556.20$ | Payroll | Acct. 21544 |
| :--- | :--- | :--- | :--- |
| $\$$ | $33,999.23$ | Expenses | Acct. 21536 |
| $\$$ | $54,555.43$ | Total |  |

$\$ \quad 1,532,457.97$
$\$ \quad 2,733,300.00$



| Running Total | Post Date | Status |
| :---: | :---: | :---: |
| (\$1988) | 4/16/2019 | Outstanding |
| (\$42088) | 4/16/2019 | Outstanding |
| (\$540.88) | 4/16/2019 | Outstanding |
| (\$1,859 41) | 4/16/2019 | Outstanding |
| ( $\$ 4,296.10$ ) | 4/16/2019 | Outstanding |
| ( $\$ 4.945,14$ ) | 4/16/2019 | Outstanding |
| ( $\$ 4,986.48$ ) | 4/16/2019 | Outstanding |
| $(\$ 5,073.98)$ | 4/16/2019 | Outstanding |
| ( $\$ 5,507.84$ ) | 4/16/2019 | Outstanding |
| ( $\$ 5,777.84$ ) | 4/16/2019 | Outstanding |
| ( $\$ 5.882 .49)$ | 4/16/2019 | Outstanding |
| ( $56,722.87$ ) | 4/16/2019 | Outstanding |
| (\$6,912.26) | $4 / 16 / 2019$ | Outstanding |
| (\$11,071.10) | $4 / 16 / 2019$ | Outstanding |
| (\$11,867,60) | 4/16/2019 | Outstanding |
| (\$11,916.85) | 4/16/2019 | Outstanding |
| ( $\$ 12,019.39$ ) | $4 / 16 / 2019$ | Outstanding |
| (\$12,164.39) | 4/16/2019 | Outstanding |
| (\$16,763,22) | $4 / 16 / 2019$ | Outstanding |
| (\$17,171.69) | 4/16/2019 | Outstanding |
| (\$19,075.36) | $4 / 16 / 2019$ | Outstanding |
| (\$19,452.05) | $4 / 16 / 2019$ | Outstanding |
| (\$19,594.55) | 4/16/2019 | Outstanding |
| (\$20,098880) | 4/16/2019 | Outstanding |
| (\$20,114.24) | 4/16/2019 | Outstanding |
| (\$20,195 54) | 4/16/2019 | Outstanding |
| $(\$ 20,212.04)$ | 4/16/2019 | Outstanding |
| ( $\$ 20,612.04$ ) | 4/16/2019 | Outstanding |
| ( $\$ 20,687.04$ ) | $4 / 16 / 2019$ | Outstanding |
| ( $\$ 20,860.68$ ) | 4/16/2019 | Outstanding |
| ( $\$ 24,686.74$ ) | 4/16/2019 | Outstanding |
| ( $524,779.14$ ) | 4/16/2019 | Outstanding |
| (\$25,202.03) | $4 / 16 / 2019$ | Outstanding |
| (\$33,999 23) | 4/16/2019 | Outstanding |

Transaction

| Transaction |
| :--- |
| Date |

 88 은
空 은合 58



# MOUNT JOY BOROUGH AUTHORITY <br> WATER SYSTEM <br> RESOLUTION AND REQUISITION 

$$
\text { WATER SYSYTEM REQUISITION NO.: WBRI } 19.6
$$

Date: April 16, 2019

## RESOLUTION

RESOLVED, in accordance with Article V1, 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:

| Payee | Purpose of <br> Obligation |
| :--- | :---: |
|  |  |
| SEE ATTACHED <br> EXHIBIT "A" | Amount of this <br> Requisition |

## 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 April 16, 2019 and remains in full force and effect on the date hereof.

THIS CERTIFICATE is executed the 16th__day of April_, 2019.
(Secretary) (Assistant Secretary)

AUTHORITY SEAL

## EXHIBIT "A"

## WATER BOND REDEMPTION AND IMPROVEMENT FUND

## Payee

ARRO Consulting, Inc. 108 West Airport Road Lititz, PA 17543

M2 Construction, LLC 901 Stony Battery Road Landisville, PA 17538

Purpose of Obligation

Eng Services for the Nitrate
Resin Replacement; Invoice 0050711

Pay App \#4 for the Nitrate Resin Replacement

Amount of this Requisition
$\$$
714.42
\$
83,232.66

## 2016 CONSTRUCTION FUND REQUISITION FORM

Requisition No. 44

Date: _April 16, 2019
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)

ARRO Consulting, Inc.
108 West Airport Road
Lititz, PA 17543
ARRO Consulting, Inc. 108 West Airport Road Lititz, PA 17543

## Purpose for Which Obligation was Incurred

Eng. Services for S. Jacob St. Water Plant / Well \#3; Invoice \#0050715

Eng. Services for S. Jacob St. Water Plant / Well \#3 Invoice \#0050716 (Additional Const. Engineering)
Engmeerng)

| Amount | Construction <br> To be Paid |
| :---: | :---: |
| Contract |  |
| (Yes or No) |  |

\$1,621.00 NO
$\$ 17,355.89$
NO

