



**Mount Joy Borough Authority Meeting
Agenda
4:00 PM, April 7, 2020**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call - Mr. Rebman, Mr. Derr, Mr. Weems, Mr. Metzler and Mr. Ruffini
4. Public Input Period – Hearing of any citizen within the service area.
5. Reports
 - A. Authority Manager
 - B. Operations Manager
 - C. Business Manager
6. Approval of the Minutes – Approval of the minutes from March 3, 2020
7. Unfinished Business
 - A.
8. New Business
 - A. Discussion on the 2020-2021 Fiscal Year Budget.
 - B. Consider approval of Resolution No. 2-20 to amend the Water Rate Schedule effective May 1, 2020.
 - C. Consider approval of Resolution No. 3-20 to amend the Sewer Rate Schedule effective May 1, 2020.
 - D. Consider approval of the Water System 2020-2021 Fiscal Year Budget.
 - E. Consider approval of the Sewer System 2020-2021 Fiscal Year Budget.
9. Any other matter proper to come before the Authority
 - A.
10. Authorization to pay bills
 - A. Consider approval of Requisition No. 23 for the Water Operating Fund in the amount of \$69,142.38 and Sewer Operating Fund in the amount of \$92,921.48.
 - B. Consider approval of Requisition No. WBRI 20-7 from the Water Bond Redemption and Improvement Fund in the amount of \$31,422.67.
 - C. Consider approval of Requisition No. SBRI 20-4 from the Sewer Bond Redemption and Improvement Fund in the amount of \$61,098.68.
11. Meetings and dates of importance
 - A. Tuesday, April 16, 2020 Pre-Authority Meeting -4 PM
 - B. Tuesday, May 7, 2020 Regular Monthly Meeting – 4 PM
 - C. Tuesday, May 21, 2020 Pre-Authority Meeting – 4 PM
12. Adjournment

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

Mount Joy Borough Authority
Regular Monthly Meeting
March 3, 2020
Minutes

The Mount Joy Borough Authority held its regular meeting on this date in the Council Chambers of the Borough Office Building. Present were Vice-Chairman Derr, Mr. Weems, Mr. Metzler and Mr. Ruffini. Also present were Angie Fenicle, Joe Ardini and Scott Kapcsos, Matt Warfel from ARRO Consulting and Mike Davis from Barley Snyder. Mr. Rebman was absent. Vice-Chairman Derr called the meeting to order at 4 PM.

Public Input Period

Mr. Josh Deering from 33 Frank Street, Mount Joy was present with nothing to report.

Engineers Report

Mr. Matt Warfel was present to discuss the recommendation letters for payment applications 25, 26 and 27. An executive session was called at 4:20 to discuss a litigation with no decisions made. A **MOTION** was made by Mr. Weems and a second by Mr. Ruffini to reconvene the public session at 4:54 PM; motion carried.

Authority Manager Report

Mr. Ardini stated that staff reviewed the draft Chapter 94 report provided by ARRO and responded with a some revisions.

Mr. Ardini and the Board discussed the cosmetic options for the Lumber Street Water Tank Rehabilitation Project. A decision was made to perform a draw down testing with two shades of light grey before a final decision is reached. It was also noted that Mount Joy will be place on the hydro-pillar of the tank along with two American Flags; one on each side of the wording.

Mr. Ardini provided an update on the American Legion Agreement: Mr. Ardini stated that he discussed the changes with Mr. Deering and noted that the agreement will be revised to not include cost of materials and to include a deadline date up to seven years. A **MOTION** was made by Mr. Metzler and a second by Mr. Weems to authorize Mr. Ardini to sign the agreement on behalf of the Authority dependence upon Mr. Davis's approval; motion carried.

Mr. Ardini and the Board discussed a contract with Amerigreen for bio-solids removal. Mr. Ardini noted that it would be a three-year contract with up to 1,400 ton of removal per year at \$25 per ton. Mr. Davis is currently reviewing the contact.

Operation Manager Report

Mr. Kapcsos informed and updated the Authority Board on issues and statuses for the Construction Department:

- Staff has completed the first quarter meter readings and is currently working on work orders.
- Staff is preparing for David Street water main replacement project.
- Staff completed a water service installation for 1150 West Main Street.

Mr. Kapcsos informed and updated the Authority Board on issues and statuses for the Water System:

- Mr. Bruce Sherman has completed installing the two new operations computers at the Carmany Water Plant.
- PA DEP DMR report was completed and submitted.
- Staff is currently working on draining the hydropillar for the painting project.
- Staff met with Mr. Dennis from ARRO to discuss the 12 months report for South Jacob Water Plant.
- South Jacob Water Plant was shut down on Sunday due to Little Chiques Creek level being close to the action level of the pass-by condition.

Mr. Kapcsos informed and updated the Authority Board on issues and statuses for the Wastewater System:

- Mr. Bruce Sherman is currently working on the new operations computer, expects to deliver and install late this week or the beginning of next week.

- Staff has completed the first quarter meter readings.
- UGI was in to replace the gas meter at Pump Station #3.
- Staff has drained and cleaned clarifier #2 in preparation for the rehab project.

Mr. Kapcsos informed and updated the Board on other related topics:

- Kamstrup meter replacement update:
 - Letters were sent February 24th to the customers.
 - 35 customers have scheduled so far.
- Staff attended a kick-off meeting for the 772 project. No incorporated work for the Authority to take place until later this year. Road closure and detour tentatively scheduled for April 6th.
- The mini excavator has arrived and could possibly be delivered this week.

Business Manager Report

Mrs. Fenicle provided and reviewed year-to-date budget reports.

Minutes of the Previous Meeting

A **MOTION** was made by Mr. Ruffini and a second by Mr. Derr to approve the February 4, 2020 meeting minutes as presented; motion carried.

Unfinished Business

Mr. Ardini provided an update on the open position in the Construction Department: Mr. Ardini noted that the three potential candidates from LCCTC has committed elsewhere. LCCTC is reviewing other profiles and will contact the Authority with other potential candidates.

New Business

A **MOTION** was made by Mr. Metzler and a second by Mr. Weems to approve ARRO Consulting's recommendation dated February 13, 2020 to not provide payment to PACT TWO, LLC., Application No. 25 at this time, referencing the General Conditions of the Contract Documents, Article 14.02; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Weems to approve ARRO Consulting's recommendation dated February 13, 2020 to not provide payment to PACT TWO, LLC., Application No. 26 at this time, referencing the General Conditions of the Contract Documents, Article 14.02; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Weems to approve ARRO Consulting's recommendation dated February 14, 2020 to not provide payment to PACT TWO, LLC., Application No. 27 at this time, referencing the General Conditions of the Contract Documents, Article 14.02; motion carried.

Any Other Matter Proper to Come Before the Authority

There was no other matter proper to come before the Authority.

Authorization to Pay Bills

A **MOTION** was made by Mr. Weems and a second by Mr. Metzler to approve the attached Requisition No. 21 as follows: \$64,254.08 for the Water Operating Fund and \$56,147.69 for the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Weems to table Requisition No. WBRI 20-5 in the amount of \$214,192.03 from the Water Bond Redemption and Improvement Fund due to the recommendation provided by ARRO Consulting, Inc. to not pay Application No. 25, 26 and 27 to PACT TWO, LLC at this time; 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 5:36 PM.

Respectfully submitted,

Steven M. Weems
Secretary

DRAFT

MOUNT JOY BOROUGH AUTHORITY
AMENDMENT TO WATER RATE RESOLUTION

Resolution No. 2-20

RESOLVED, that the Rate Schedule for water service referred to in Section 36 of the Authority's Amended and Restated Rules and Regulations Concerning Connections to, Extensions of, and Use of the Water System of Mount Joy Borough Authority effective as of May 1, 2012, as subsequently amended from time to time, is hereby amended and restated in its entirety in the accordance with the Rate Schedule presented to this meeting, a copy of which is attached to this Resolution.

RESOLVED FURTHER, that the revised Rate Schedule for 2020-2021 shall be effective as of May 1, 2020 and such revised Rate Schedule shall be reflected on all bills prepared on or after May 1, 2020.

MOUNT JOY BOROUGH AUTHORITY

By: _____

Attest: _____

CERTIFICATE OF SECRETARY

I HEREBY CERTIFY that I am the (Assistant) Secretary of Mount Joy Borough Authority, and that the Resolution set forth above was duly adopted on April 7, 2020 at a public meeting duly called and held, and remains in full force and effect on the date hereof.

IN WITNESS WHEREOF, this Certificate is executed the 7th day of April, 2020.

(Assistant) Secretary

REVISED WATER RATE SCHEDULE
Effective May 1, 2020

A. Water Rates:

First 8,000 gallons or less per quarter	\$66.08 per quarter
Next 22,000 gallons per quarter	\$ 8.26 per thousand gals. per qtr.
Next 270,000 gallons per quarter	\$ 7.11 per thousand gals. per qtr.
Over 300,000 gallons per quarter	\$ 6.61 per thousand gals. per qtr.

B. Private Fire Protection Charges for Sprinkler Connections:

All private fire protection charges shown on the Water Rate Schedule which was in effect on July 1, 2005, remain in full force and effect. Those charges are:

<u>Connection Size</u>	<u>Fire Protection Charge</u>
Each 2" Connection	\$ 75.67 annually
Each 3" Connection	\$ 169.39 annually
Each 4" Connection	\$ 299.69 annually
Each 6" Connection	\$ 677.52 annually
Each 8" Connection	\$1,205.22 annually
Each 10" Connection	\$1,882.69 annually
Each 12" Connection	\$2,711.00 annually

C. Total Water Charges:

Total water charges for each Authority customer are equal to the sum of the charges calculated under Part A plus Part B where applicable.

MOUNT JOY BOROUGH AUTHORITY
AMENDMENT TO SEWER RATE RESOLUTION

Resolution No. 3-20

RESOLVED, that the Rate Schedule for sewer service referred to in Section 28 of the Authority's Amended and Restated Rules and Regulations Concerning Connections to, Extensions of, and Use of the Sewer System of Mount Joy Borough Authority effective as of May 1, 2012, as subsequently amended from time to time, is hereby amended and restated in its entirety in the accordance with the Rate Schedule presented to this meeting, a copy of which is attached to this Resolution.

RESOLVED FURTHER, that the revised Rate Schedule for 2020-2021 shall be effective as of May 1, 2020 and such revised Rate Schedule shall be reflected on all bills prepared on or after May 1, 2020.

MOUNT JOY BOROUGH AUTHORITY

By: _____

Attest: _____

CERTIFICATE OF SECRETARY

I HEREBY CERTIFY that I am the (Assistant) Secretary of Mount Joy Borough Authority, and that the Resolution set forth above was duly adopted on April 7, 2020 at a public meeting duly called and held, and remains in full force and effect on the date hereof.

IN WITNESS WHEREOF, this Certificate is executed the 7th day of April, 2020.

(Assistant) Secretary

REVISED SEWER RATE SCHEDULE
Effective May 1, 2020

A. Sewer Rates:

First 8,000 gallons or less per quarter	\$76.32 per quarter
Next 22,000 gallons per quarter	\$ 9.54 per thousand gals. per qtr.
Next 270,000 gallons per quarter	\$ 7.52 per thousand gals. per qtr.
Over 300,000 gallons per quarter	\$ 7.06 per thousand gals. per qtr.

2020 - 2021
Mount Joy Borough Authority
Water System Budget

REVENUES

<u>Account Number</u>	<u>Description</u>		
06.378.601	Residential Water Service	\$	1,965,420.00
06.378.602	Commercial Water Service	\$	254,540.00
06.378.603	Industrial Water Service	\$	287,000.00
06.378.604	Public / Other Water Service	\$	111,050.00
06.378.605	Water Tapping / Connection Fees	\$	-
06.378.606	Water Meter Sales	\$	10,000.00
06.378.607	Lease / Rent Agreements	\$	81,000.00
06.378.608	Misc Revenue / Reimbursements	\$	5,000.00
06.378.609	Final Reading Fees	\$	3,000.00
06.378.610	Interest Income	\$	5,000.00
06.378.611	Lien Payoffs	\$	300.00
06.378.612	Insurance Rebates	\$	8,000.00
TOTAL REVENUES		\$	2,730,310.00

EXPENSES

ADMINISTRATIVE

<u>Account Number</u>	<u>Description</u>		
06.400.782	Authority Manager Wages	\$	43,128.23
06.400.783	Operations Manager Wages	\$	37,395.89
06.400.784	Business Manager Wages	\$	28,158.52
06.400.785	Administrative Assistant	\$	23,420.02
06.400.790	Authority Board Members	\$	3,750.00
06.400.791	Pension	\$	47,807.66
06.400.792	Water/Sewer Billing	\$	13,000.00
06.400.793	Office Supplies	\$	2,000.00
06.400.794	Communication Expense	\$	3,500.00
06.400.795	Engineering	\$	20,000.00
06.400.796	Trustee	\$	3,000.00
06.400.797	Legal Expense	\$	25,000.00
06.400.798	Liability / Worker's Comp Ins.	\$	45,000.00
06.400.799	Health Insurance	\$	176,576.99
06.400.800	Building Rental / Reimbursement	\$	30,000.00
06.400.801	Auditor Expense	\$	26,000.00
06.400.802	Uniforms	\$	3,000.00
06.400.804	Payroll Taxes / Fees	\$	45,000.00
06.400.806	General Expense	\$	2,500.00
06.400.807	Dues / Memberships	\$	26,500.00
06.400.808	Training	\$	3,500.00
06.400.809	Bank Charges	\$	100.00
06.400.810	Advertising / Printing	\$	5,000.00
SUBTOTAL		\$	613,337.31

TREATMENT EXPENSES

<u>Account Number</u>	<u>Description</u>		
06.448.702	Wages	\$	172,576.94
06.448.703	Supplies & Lab Supplies	\$	22,000.00
06.448.704	Testing	\$	38,000.00
06.448.705	Repairs / Maintenance	\$	96,500.00
06.448.706	Chemicals	\$	130,000.00
06.448.707	General Expense	\$	500.00
06.448.708	Vehicle Expense	\$	8,000.00
06.448.709	Utilities	\$	130,000.00
06.448.710	Equipment Purchases / Tools	\$	1,500.00
06.448.711	Equipment Maintenance	\$	5,000.00
SUBTOTAL		\$	604,076.94

TRANSMISSION / DISTRIBUTION EXPENSES

<u>Account Number</u>	<u>Description</u>		
06.449.752	Wages	\$	116,587.13
06.449.753	Supplies	\$	2,500.00
06.449.754	Meters	\$	25,000.00
06.449.755	Fire Hydrant Expenses	\$	10,000.00
06.449.756	Repairs / Maintenance	\$	65,000.00
06.449.757	Equipment Maintenance	\$	5,000.00
06.449.758	Equipment Purchases / Tools	\$	1,500.00
06.449.759	Service Connections	\$	1,500.00
06.449.760	Vehicle Expense	\$	12,000.00
06.449.761	General Expense	\$	600.00
06.449.762	Utilities	\$	30,000.00
SUBTOTAL		\$	269,687.13

TOTAL EXPENSES \$ 1,487,101.38

DEBT SERVICE \$ 871,874.50

FUND BALANCE FOR BRIF \$ 371,334.12

TOTAL BUDGET \$ 2,730,310.00

2020 -2021
Mount Joy Borough Authority
Wastewater System Budget

REVENUES

<u>Account Number</u>	<u>Description</u>		
08.364.601	Residential Sewer Service	\$	2,287,440.00
08.364.602	Commercial Sewer Service	\$	259,650.00
08.364.603	Industrial Sewer Service	\$	63,950.00
08.364.604	Public / Other Sewer Service	\$	119,790.00
08.364.605	Sewer Tapping /Connection Fees	\$	-
08.364.606	Water Meter Sales	\$	10,000.00
08.364.607	Quarterly Surcharge Fees	\$	30,000.00
08.364.608	Misc Revenue / Reimbursements	\$	5,000.00
08.364.609	Final Reading Fees	\$	3,000.00
08.364.610	Interest Income	\$	5,000.00
08.364.611	Lien Payoffs	\$	300.00
08.364.612	Insurance Rebate	\$	8,000.00
08.364.613	Energy Reimbursements	\$	65,000.00
TOTAL REVENUES		\$	2,857,130.00

EXPENSES

ADMINISTRATIVE

<u>Account Number</u>	<u>Description</u>		
08.400.782	Authority Manager Wages	\$	43,128.23
08.400.783	Operations Manager Wages	\$	37,395.89
08.400.784	Business Manager Wages	\$	28,158.52
08.400.785	Administrative Assistant	\$	23,420.02
08.400.790	Authority Board Members	\$	3,750.00
08.400.791	Pension	\$	47,807.66
08.400.792	Water/Sewer Billing	\$	13,000.00
08.400.793	Office Supplies	\$	2,000.00
08.400.794	Communication Expense	\$	3,500.00
08.400.795	Engineering	\$	15,000.00
08.400.796	Trustee	\$	3,000.00
08.400.797	Legal Expense	\$	25,000.00
08.400.798	Liability / Worker's Comp Ins.	\$	45,000.00
08.400.799	Health Insurance	\$	176,576.99
08.400.800	Building Rental / Reimbursement	\$	30,000.00
08.400.801	Auditor Expense	\$	25,000.00
08.400.802	Uniforms	\$	3,000.00
08.400.804	Payroll Taxes / Fees	\$	45,000.00
08.400.806	General Expense	\$	2,500.00
08.400.807	Dues / Memberships	\$	5,000.00
08.400.808	Training	\$	3,500.00
08.400.809	Bank Charges	\$	100.00
08.400.810	Advertising / Printing	\$	5,000.00
SUBTOTAL		\$	585,837.31

COLLECTION EXPENSES

<u>Account Number</u>	<u>Description</u>		
08.428.710	Wages	\$	116,587.13
08.428.712	Supplies	\$	2,500.00
08.428.714	Utilities	\$	37,000.00
08.428.715	Equipment Maintenance	\$	5,000.00
08.428.716	Repairs / Maintenance	\$	62,000.00
08.428.717	Vehicle Expense	\$	8,000.00
08.428.718	General Expense	\$	600.00
08.428.719	Equipment Purchase / Tools	\$	1,500.00
08.428.720	Service Connections	\$	1,500.00
08.428.754	Meters	\$	25,000.00
SUBTOTAL		\$	259,687.13

TREATMENT & DISPOSAL EXPENSES

<u>Account Number</u>	<u>Description</u>		
08.429.730	Wages	\$	259,232.02
08.429.732	Bio-solids Hauling	\$	35,000.00
08.429.733	Testing	\$	17,000.00
08.429.734	Chemicals	\$	243,500.00
08.429.735	Supplies / Lab Supplies	\$	14,000.00
08.429.736	Utilities	\$	180,000.00
08.429.737	Equipment Purchase / Tools	\$	3,000.00
08.429.738	Plant Repairs / Maintenance	\$	104,500.00
08.429.739	Equipment Maintenance	\$	8,500.00
08.429.740	General Expense	\$	6,500.00
08.429.742	Vehicle Expense	\$	6,500.00
SUBTOTAL		\$	877,732.02

TOTAL EXPENSES \$ 1,723,256.46

DEBT SERVICE	\$	986,577.76
FUND BALANCE FOR BRIF	\$	147,295.78
TOTAL BUDGET	\$	2,857,130.00



MOUNT JOY BOROUGH AUTHORITY

P.O. BOX 25

MOUNT JOY, PA 17552

INCORPORATED 1948

TELEPHONE: (717) 653-5938

FAX: (717) 653-6680

WATER OPERATING REQUISITION NO.: 23

DATE: April 7, 2020

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 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 for in Section 9.07 of the Trust Indenture.

ARRO CONSULTING, INC.

CONSULTING ENGINEER

AMOUNT OF PREVIOUS REQUISITIONS:	\$	<u>1,172,584.28</u>		
TOTAL AMOUNT OF THIS REQUISITION:	\$	33,431.91	Payroll	Acct. 21544
	\$	35,710.47	Expenses	Acct. 21510
	\$	<u>69,142.38</u>	Total	
TOTAL AMOUNT REQUISITIONED TO DATE:	\$	<u>1,241,726.66</u>		
TOTAL CURRENT FISCAL YEAR APPROVED BUDGET:	\$	<u>2,627,620.00</u>		

Water Fund

Debit	06.448.702	Water Wages	\$	5,804.72	Kling, Zach, Shawn	
	06.449.752	Construction Crew Wages	\$	4,131.51	Jim, Jason, Chris, Ryan (Split)	
	06.400.782	Authority Manager	\$	1,618.32	Joe (Split)	
	06.400.783	Operations Manager	\$	1,389.66	Kapcsos (Split)	
	06.400.784	Business Manager	\$	1,056.61	Angie (Split)	
	06.400.785	Administrative Assistant	\$	878.80	Lindsey (Split)	
	06.400.790	Board Members	\$	-	Members paid per month (Split)	(Pay closest to 1st Tuesday)
	06.400.804	Employer Taxes	\$	1,284.32	Split	
	06.400.804	ADP Invoice	\$	66.99	Split	
	06.400.791	Employer 457B Contribution	\$	40.80	Ryan	
		TOTAL	\$	16,271.73		

Water Fund

Debit					
06.448.702	Water Wages		\$ 6,281.54	Kling, Zach, Shawn	
06.449.752	Construction Crew Wages		\$ 4,269.20	Jim, Jason, Chris, Ryan (Split)	
06.400.782	Authority Manager		\$ 1,618.32	Joe (Split)	
06.400.783	Operations Manager		\$ 1,389.66	Kapcsos (Split)	
06.400.784	Business Manager		\$ 1,056.61	Angie (Split)	
06.400.785	Administrative Assistant		\$ 878.80	Lindsey (Split)	
06.400.790	Board Members		\$ 312.50	Members paid per month (Split)	
06.400.804	Employer Taxes		\$ 1,312.75	Split	
06.400.804	ADP Invoice		\$ -	Split	
06.400.791	Employer 457B Contribution		\$ 40.80	Ryan	
	TOTAL		\$ 17,160.18		(Pay closest to 1st Tuesday)

Mount Joy Authority

Check Register - Water Operating Fund

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running Total	Post Date	Status
2199	Accounts Payable	Computer Check	3/25/2020	HIGHMARK INC.	\$0.00	\$102.35	(\$102.35)	3/25/2020	Outstanding
2200	Accounts Payable	Computer Check	3/25/2020	HOME DEPOT CREDIT SERVICES	\$0.00	\$359.99	(\$462.34)	3/25/2020	Outstanding
2201	Accounts Payable	Computer Check	3/25/2020	STANDARD INSURANCE COMPAN	\$0.00	\$21.00	(\$483.34)	3/25/2020	Outstanding
2202	Accounts Payable	Computer Check	3/25/2020	UNITED CONCORDIA	\$0.00	\$844.32	(\$1,327.66)	3/25/2020	Outstanding
2203	Accounts Payable	Computer Check	3/25/2020	VISA	\$0.00	\$436.46	(\$1,764.12)	3/25/2020	Outstanding
2204	Accounts Payable	Computer Check	4/7/2020	ADVANCE AUTO PARTS	\$0.00	\$29.99	(\$1,794.11)	4/7/2020	Outstanding
2205	Accounts Payable	Computer Check	4/7/2020	AIRGAS USA LLC	\$0.00	\$19.89	(\$1,814.00)	4/7/2020	Outstanding
2206	Accounts Payable	Computer Check	4/7/2020	AMERICAN WATER WORKS ASS	\$0.00	\$235.00	(\$2,049.00)	4/7/2020	Outstanding
2207	Accounts Payable	Computer Check	4/7/2020	AMS	\$0.00	\$1,846.93	(\$3,895.93)	4/7/2020	Outstanding
2208	Accounts Payable	Computer Check	4/7/2020	ANGELA FENICILE	\$0.00	\$25.00	(\$3,920.93)	4/7/2020	Outstanding
2209	Accounts Payable	Computer Check	4/7/2020	ARRO CONSULTING, INC.	\$0.00	\$2,571.58	(\$6,492.51)	4/7/2020	Outstanding
2210	Accounts Payable	Computer Check	4/7/2020	B & G LUMBER CO INC	\$0.00	\$318.29	(\$6,810.80)	4/7/2020	Outstanding
2211	Accounts Payable	Computer Check	4/7/2020	BARLEY SNYDER LLP	\$0.00	\$1,364.00	(\$8,174.80)	4/7/2020	Outstanding
2212	Accounts Payable	Computer Check	4/7/2020	BOROUGH OF MOUNT JOY	\$0.00	\$466.89	(\$8,641.69)	4/7/2020	Outstanding
2213	Accounts Payable	Computer Check	4/7/2020	BUCKMAN S INC	\$0.00	\$742.50	(\$9,384.19)	4/7/2020	Outstanding
2214	Accounts Payable	Computer Check	4/7/2020	CENTURYLINK	\$0.00	\$199.80	(\$9,583.99)	4/7/2020	Outstanding
2215	Accounts Payable	Computer Check	4/7/2020	CHEMICAL EQUIPMENT LABS IN	\$0.00	\$6,508.39	(\$16,092.38)	4/7/2020	Outstanding
2216	Accounts Payable	Computer Check	4/7/2020	CORE & MAIN	\$0.00	\$525.00	(\$16,617.38)	4/7/2020	Outstanding
2217	Accounts Payable	Computer Check	4/7/2020	DROHAN BRICK & SUPPLY, INC.	\$0.00	\$10.98	(\$16,628.36)	4/7/2020	Outstanding
2218	Accounts Payable	Computer Check	4/7/2020	EXECUTIVE PRINTING	\$0.00	\$362.00	(\$16,990.36)	4/7/2020	Outstanding
2219	Accounts Payable	Computer Check	4/7/2020	EXETER SUPPLY COMPANY, INC.	\$0.00	\$306.47	(\$17,296.83)	4/7/2020	Outstanding
2220	Accounts Payable	Computer Check	4/7/2020	FLEET MASTERS INC	\$0.00	\$34.95	(\$17,331.78)	4/7/2020	Outstanding
2221	Accounts Payable	Computer Check	4/7/2020	FLEET MASTERS INC	\$0.00	\$249.86	(\$17,581.64)	4/7/2020	Outstanding
2222	Accounts Payable	Computer Check	4/7/2020	GUTTMAN ENERGY INC.	\$0.00	\$1,416.70	(\$18,998.34)	4/7/2020	Outstanding
2223	Accounts Payable	Computer Check	4/7/2020	HIACH COMPANY	\$0.00	\$290.00	(\$19,288.34)	4/7/2020	Outstanding
2224	Accounts Payable	Computer Check	4/7/2020	IJB WATER SERVICE, INC.	\$0.00	\$397.50	(\$19,685.84)	4/7/2020	Outstanding
2225	Accounts Payable	Computer Check	4/7/2020	INP MEDIA GROUP, INC.	\$0.00	\$478.51	(\$20,164.35)	4/7/2020	Outstanding
2226	Accounts Payable	Computer Check	4/7/2020	MCCARTHY TIRE SERVICE	\$0.00	\$24.99	(\$20,189.34)	4/7/2020	Outstanding
2227	Accounts Payable	Computer Check	4/7/2020	MOUNT JOY AUTO PARTS	\$0.00	\$41.46	(\$20,230.80)	4/7/2020	Outstanding
2228	Accounts Payable	Computer Check	4/7/2020	OFFICE BASICS INC.	\$0.00	\$1,866.71	(\$22,097.51)	4/7/2020	Outstanding
2229	Accounts Payable	Computer Check	4/7/2020	PMAA U. C. FUND	\$0.00	\$10,793.39	(\$32,890.90)	4/7/2020	Outstanding
2230	Accounts Payable	Computer Check	4/7/2020	PPL	\$0.00	\$376.41	(\$33,267.31)	4/7/2020	Outstanding
2231	Accounts Payable	Computer Check	4/7/2020	ROIRE S INCORPORATED	\$0.00	\$144.36	(\$33,411.67)	4/7/2020	Outstanding
2232	Accounts Payable	Computer Check	4/7/2020	SCHAEFFLER YESCO DISTRIBUT	\$0.00	\$1,985.00	(\$35,396.67)	4/7/2020	Outstanding
2233	Accounts Payable	Computer Check	4/7/2020	SUBURBAN TESTING LABS	\$0.00	\$142.11	(\$35,538.78)	4/7/2020	Outstanding
2234	Accounts Payable	Computer Check	4/7/2020	USA BLUEBOOK	\$0.00	\$94.30	(\$35,633.08)	4/7/2020	Outstanding
2235	Accounts Payable	Computer Check	4/7/2020	VERIZON WIRELESS	\$0.00	\$77.39	(\$35,710.47)	4/7/2020	Outstanding
				WEX BANK	\$0.00				Outstanding

Mount Joy Authority

Check Register - Water Operating Fund

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running Total	Post Date	Status
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Summary by Transaction Type

Total Deposits \$0.00

Less Payments by Transaction Type

Computer Check

(\$35,710.47)

Total Payments:

(\$35,710.47)

Adjustments

Payment Adjustments

\$0.00

Deposit Adjustments

\$0.00

Total Adjustments:

\$0.00

Total Change in Register Balance: (\$35,710.47)



MOUNT JOY BOROUGH AUTHORITY

P.O. BOX 25

MOUNT JOY, PA 17552

INCORPORATED 1948

TELEPHONE: (717) 653-5938

FAX: (717) 653-6680

SEWER OPERATING REQUISITION NO.: 23

DATE: April 7, 2020

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:	\$	<u>1,403,257.40</u>		
TOTAL AMOUNT OF THIS REQUISITION:	\$	41,084.09	Payroll	Acct. 21544
	\$	51,837.39	Expenses	Acct. 21536
	\$	<u>92,921.48</u>	Total	
TOTAL AMOUNT REQUISITIONED TO DATE:	\$	<u>1,496,178.88</u>		
TOTAL CURRENT FISCAL YEAR APPROVED BUDGET:	\$	<u>2,782,207.00</u>		

Sewer Fund

Debit			
08.429.730	Sewer Wages	\$ 10,186.08	Dennis, Gary, Rex, David
08.428.710	Construction Crew Wages	\$ 4,131.50	Jim, Jason, Chris, Ryan (Split)
08.400.782	Authority Manager	\$ 1,618.32	Joe (Split)
08.400.783	Operations Manager	\$ 1,389.67	Kapcsos (Split)
08.400.784	Business Manager	\$ 1,056.60	Angie (Split)
08.400.785	Administrative Assistant	\$ 878.80	Lindsey (Split)
08.400.790	Board Members	\$ -	Members paid per month (Split)
08.400.804	Employer Taxes	\$ 1,284.32	Split
08.400.804	ADP Invoice	\$ 66.99	Split
08.400.791	Employer 457B Contribution	\$ 40.80	Ryan
	TOTAL	\$ 20,653.08	(Pay closest to 1st Tuesday)

Payroll Journal Entry
Payroll # 7

Sewer Fund

Debit	08.429.730	Sewer Wages				
	08.428.710	Construction Crew Wages				
	08.400.782	Authority Manager				
	08.400.783	Operations Manager				
	08.400.784	Business Manager				
	08.400.785	Administrative Assistant				
	08.400.790	Board Members				
	08.400.804	Employer Taxes				
	08.400.804	ADP Invoice				
	08.400.791	Employer 457B Contribution				
		TOTAL	\$	20,431.01		
			\$	9,552.37	Dennis, Gary, Rex, David	
			\$	4,269.20	Jim, Jason, Chris, Ryan (Split)	
			\$	1,618.32	Joe (Split)	
			\$	1,389.67	Kapcsos (Split)	
			\$	1,056.60	Angie (Split)	
			\$	878.81	Lindsey (Split)	
			\$	312.50	Members paid per month (Split)	(Pay closest to 1st Tuesday)
			\$	1,312.74	Split	
			\$	-	Split	
			\$	40.80	Ryan	

Mount Joy Authority

Check Register - Sewer Operating Fund

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running Total	Post Date	Status
2297	Accounts Payable	Computer Check	3/25/2020	GRAINGER	\$0.00	\$518.13	(\$518.13)	3/25/2020	Outstanding
2298	Accounts Payable	Computer Check	3/25/2020	HIGHMARK INC.	\$0.00	\$102.35	(\$620.48)	3/25/2020	Outstanding
2299	Accounts Payable	Computer Check	3/25/2020	PPL	\$0.00	\$865.90	(\$1,486.38)	3/25/2020	Outstanding
2300	Accounts Payable	Computer Check	3/25/2020	STANDARD INSURANCE COMPAN	\$0.00	\$21.00	(\$1,507.38)	3/25/2020	Outstanding
2301	Accounts Payable	Computer Check	3/25/2020	UNITED CONCORDIA	\$0.00	\$844.32	(\$2,351.70)	3/25/2020	Outstanding
2302	Accounts Payable	Computer Check	3/25/2020	VISA	\$0.00	\$13.45	(\$2,365.15)	3/25/2020	Outstanding
2303	Accounts Payable	Computer Check	4/7/2020	ADVANCE AUTO PARTS	\$0.00	\$29.98	(\$2,395.13)	4/7/2020	Outstanding
2304	Accounts Payable	Computer Check	4/7/2020	AIRGAS USA LLC	\$0.00	\$19.88	(\$2,415.01)	4/7/2020	Outstanding
2305	Accounts Payable	Computer Check	4/7/2020	ALS GROUP USA CORP.	\$0.00	\$120.00	(\$2,535.01)	4/7/2020	Outstanding
2306	Accounts Payable	Computer Check	4/7/2020	AMS	\$0.00	\$1,846.93	(\$4,381.94)	4/7/2020	Outstanding
2307	Accounts Payable	Computer Check	4/7/2020	ANGELA FENICHEL	\$0.00	\$25.00	(\$4,406.94)	4/7/2020	Outstanding
2308	Accounts Payable	Computer Check	4/7/2020	ARRO CONSULTING, INC.	\$0.00	\$2,431.57	(\$6,838.51)	4/7/2020	Outstanding
2309	Accounts Payable	Computer Check	4/7/2020	B & G LUMBER CO INC	\$0.00	\$318.28	(\$7,156.79)	4/7/2020	Outstanding
2310	Accounts Payable	Computer Check	4/7/2020	BARLEY SNYDER LLP	\$0.00	\$1,364.00	(\$8,520.79)	4/7/2020	Outstanding
2311	Accounts Payable	Computer Check	4/7/2020	BOROUGH OF MOUNT JOY	\$0.00	\$466.89	(\$8,987.68)	4/7/2020	Outstanding
2312	Accounts Payable	Computer Check	4/7/2020	BRENAMAN ELECTRICAL SERVI	\$0.00	\$110.51	(\$9,098.19)	4/7/2020	Outstanding
2313	Accounts Payable	Computer Check	4/7/2020	CARMEUSE LIME & STONE	\$0.00	\$8,141.86	(\$17,240.05)	4/7/2020	Outstanding
2314	Accounts Payable	Computer Check	4/7/2020	CENTURYLINK	\$0.00	\$715.41	(\$17,955.46)	4/7/2020	Outstanding
2315	Accounts Payable	Computer Check	4/7/2020	COMMONWEALTH OF PA	\$0.00	\$1,550.00	(\$19,505.46)	4/7/2020	Outstanding
2316	Accounts Payable	Computer Check	4/7/2020	DEFER COUNTRY FARM & LAWN, I	\$0.00	\$33.34	(\$19,558.80)	4/7/2020	Outstanding
2317	Accounts Payable	Computer Check	4/7/2020	DROHAN BRICK & SUPPLY, INC.	\$0.00	\$10.98	(\$19,569.78)	4/7/2020	Outstanding
2318	Accounts Payable	Computer Check	4/7/2020	EXECUTIVE PRINTING	\$0.00	\$362.00	(\$19,931.78)	4/7/2020	Outstanding
2319	Accounts Payable	Computer Check	4/7/2020	FISHER SCIENTIFIC	\$0.00	\$330.80	(\$20,262.58)	4/7/2020	Outstanding
2320	Accounts Payable	Computer Check	4/7/2020	FIJET MASTERS INC	\$0.00	\$34.95	(\$20,297.53)	4/7/2020	Outstanding
2321	Accounts Payable	Computer Check	4/7/2020	GUFTMAN ENERGY INC.	\$0.00	\$125.19	(\$20,422.72)	4/7/2020	Outstanding
2322	Accounts Payable	Computer Check	4/7/2020	IIACII COMPANY	\$0.00	\$20.07	(\$20,442.79)	4/7/2020	Outstanding
2323	Accounts Payable	Computer Check	4/7/2020	JEFFER ENERGY	\$0.00	\$700.80	(\$21,143.59)	4/7/2020	Outstanding
2324	Accounts Payable	Computer Check	4/7/2020	LNP MEDIA GROUP, INC.	\$0.00	\$397.50	(\$21,541.09)	4/7/2020	Outstanding
2325	Accounts Payable	Computer Check	4/7/2020	MCCARTHY TIRE SERVICE	\$0.00	\$478.51	(\$22,019.60)	4/7/2020	Outstanding
2326	Accounts Payable	Computer Check	4/7/2020	MCCRARY ENTERPRISES INC	\$0.00	\$721.20	(\$22,740.80)	4/7/2020	Outstanding
2327	Accounts Payable	Computer Check	4/7/2020	MOUNT JOY AUTO PARTS	\$0.00	\$24.99	(\$22,765.79)	4/7/2020	Outstanding
2328	Accounts Payable	Computer Check	4/7/2020	MOUNT JOY SOLAR POWER LLC	\$0.00	\$12,804.84	(\$35,570.63)	4/7/2020	Outstanding
2329	Accounts Payable	Computer Check	4/7/2020	OFFICE BASICS INC.	\$0.00	\$41.45	(\$35,612.08)	4/7/2020	Outstanding
2330	Accounts Payable	Computer Check	4/7/2020	ONE STOP ELECTRIC MOTOR RE	\$0.00	\$2,608.00	(\$38,220.08)	4/7/2020	Outstanding
2331	Accounts Payable	Computer Check	4/7/2020	PMAA U. C. FUND	\$0.00	\$1,866.70	(\$40,086.78)	4/7/2020	Outstanding
2332	Accounts Payable	Computer Check	4/7/2020	PPL	\$0.00	\$6,582.20	(\$46,668.98)	4/7/2020	Outstanding
2333	Accounts Payable	Computer Check	4/7/2020	R/W CONNECTION, INC.	\$0.00	\$216.22	(\$46,885.20)	4/7/2020	Outstanding
2334	Accounts Payable	Computer Check	4/7/2020	ROHRER S INCORPORATED	\$0.00	\$376.40	(\$47,261.60)	4/7/2020	Outstanding
2335	Accounts Payable	Computer Check	4/7/2020	SCHAEFFLER YESCO DISTRIBUT	\$0.00	\$144.36	(\$47,405.96)	4/7/2020	Outstanding

Mount Joy Authority

Check Register - Sewer Operating Fund

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running Total	Post Date	Status
2336	Accounts Payable	Computer Check	4/7/2020	SUBURBAN TESTING LABS	\$0.00	\$440.00	(\$47,845.96)	4/7/2020	Outstanding
2337	Accounts Payable	Computer Check	4/7/2020	USALCO	\$0.00	\$3,897.13	(\$51,743.09)	4/7/2020	Outstanding
2338	Accounts Payable	Computer Check	4/7/2020	VERIZON WIRELESS	\$0.00	\$94.30	(\$51,837.39)	4/7/2020	Outstanding

Summary by Transaction Type

Total Deposits	\$0.00
Less Payments by Transaction Type	
Computer Check	(\$51,837.39)
Total Payments:	(\$51,837.39)
Adjustments:	
Payment Adjustments	\$0.00
Deposit Adjustments	\$0.00
Total Adjustments:	\$0.00
Total Change in Register Balance:	(\$51,837.39)

MOUNT JOY BOROUGH AUTHORITY
WATER SYSTEM
RESOLUTION AND REQUISITION

WATER SYSTEM REQUISITION NO.: WBRI 20-7

Date: April 7, 2020

RESOLUTION

RESOLVED, in accordance with Article VI, 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:

<u>Payee</u>	<u>Purpose of Obligation</u>	<u>Amount of this Requisition</u>
SEE ATTACHED EXHIBIT "A"		\$ 31,422.67

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 7, 2020 and remains in full force and effect on the date hereof.

THIS CERTIFICATE is executed the 7th day of April, 2020.

(Secretary) (Assistant Secretary)

AUTHORITY SEAL

EXHIBIT "A"

WATER BOND REDEMPTION AND IMPROVEMENT FUND

<u>Payee</u>	<u>Purpose of Obligation</u>	<u>Amount of this Requisition</u>
Barley Snyder LLP 126 East King Street Lancaster, PA 17602	Legal Services for South Jacob Street Water Plant / Well #3; Invoice 70213352	\$ 5,165.90
ARRO Consulting, Inc. 108 West Airport Road Lititz, PA 17543	Engineering Services for South Jacob Street Water Plant / Well #3; Invoice 0057582	\$ 301.00
ARRO Consulting, Inc. 108 West Airport Road Lititz, PA 17543	Engineering Services for South Jacob Street Water Plant / Well #3; Invoice 0057583 (Additional Services)	\$ 6,679.37
ARRO Consulting, Inc. 108 West Airport Road Lititz, PA 17543	Engineering Services for South Jacob Street Water Plant / Well #3; Invoice 0057584 (Litigation Support)	\$ 486.50
ARRO Consulting, Inc. 108 West Airport Road Lititz, PA 17543	Engineering Services for Cedar Lane Water Main Replacement; Invoice 0057575	\$ 540.50
ARRO Consulting, Inc. 108 West Airport Road Lititz, PA 17543	Engineering Services for Lumber Street Tank Rehab; Invoice 0057574	\$ 752.20
Fox Tapping, Inc. 1112 Nursery Road Wrightsville, PA 17368	David Street Water Main Replacement Project; Invoice 2020-36	\$ 7,354.00

EXHIBIT "A"

WATER BOND REDEMPTION AND IMPROVEMENT FUND

<u>Payee</u>	<u>Purpose of Obligation</u>	<u>Amount of this Requisition</u>
Core & Main, LP P.O. Box 28330 St. Louis, MO 63146	David Street Water Main Replacement; Invoice M002398	\$ 8,895.78
Rohrer's Incorporated P.O. Box 365 Lititz, PA 17543-0365	David Street Water Main Replacement; Invoice Q216796	\$ 1,247.42

MOUNT JOY BOROUGH AUTHORITY
LANCASTER COUNTY, PENNSYLVANIA
SEWER SYSTEM BOND REDEMPTION AND IMPROVEMENT FUND
REQUISITION FORM

SEWER SYSYTEM REQUISITION NO.: SBRI 20-4

Date: April 7, 2020

Fulton Bank, National Association
Trustee under Trust Indenture
dated November 15, 1996
of Mount Joy Borough Authority
Mount Joy, Pennsylvania

Dear Sirs:

You are hereby requested to make a disbursements of funds from the Bond Redemption and Improvement Fund of the above Bond Indenture of the Mount Joy Borough Authority for the following purposes and in the amounts set forth below:

Payee: _____ Construction Contract
Address: _____ Yes _____ No _____

Purpose of Obligation	Total Obligation	Amount Paid to Date	Amount this Requisition	Current Balance
SEE ATTACHED EXHIBIT "A"			\$ 61,098.68	

In connection therewith, I certify that the above amounts are now due and unpaid, and that such indebtedness is a proper charge against, and has not been made the basis of any previous withdrawal from, the Bond Redemption and Improvement Fund, pursuant to the provisions of the Trust Indenture dated November 15, 1996, from this Authority to your Bank, as Trustee and successor to Union National Community Bank, prior Trustee. I further certify that with respect to the items covered in this Requisition, there are no vendors', mechanics' or other liens (or security interest) upon or affecting any property with respect to which payments are requisitioned and which will not be discharged by such payment.

Further:

EXHIBIT "A"

SEWER BOND REDEMPTION AND IMPROVEMENT FUND

<u>Payee</u>	<u>Purpose of Obligation</u>	<u>Amount of this Requisition</u>
Envirep, Inc. 3705 Trindle Road Camp Hill, PA 17011	Thickener Pumps for upgrades; Invoice 71448	\$ 45,675.00
ARRO Consulting, Inc. 108 West Airport Road Lititz, PA 17543	Engineering Services for WWTP Clarifier & Thickener Rehab Project; Invoice 0057579	\$ 388.65
Sherman-Gibson Systems Company 2893 Buckwalter Road Manheim, PA 17545	New HMI Upgrades / Computers; Invoice 2020-0103	\$ 15,035.03