

Mount Joy Borough Authority
Regular Monthly Meeting
August 1, 2023
Minutes

The Mount Joy Borough Authority held its regular meeting on this date in the Council Chambers of the Borough Offices Building. Present were Chairman Rebman, Mr. Derr, Mr. Metzler, Mr. Ruffini and Mr. Melhorn. Also present were Angie Fenicle and Scott Kapcsos and Mr. Davis from Barley Snyder. Chairman Rebman called the meeting to order at 4:00 PM.

Public Input Period

No one from the public was present.

Authority Manager Report

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

Mr. Kapcsos provided an update on the Orange Street Water Main Project: Mr. Kapcsos stated that a boil water notice was issued today to approximately 11 customers along West Main Street in order to properly disconnect an existing fire hydrant and water service taps.

Mr. Kapcsos informed the Board that staff attended an exit meeting with PA DEP regarding the FPPE inspection at Carmany Road Water Plant. Mr. Kapcsos noted that no deficiencies or violations were noted; only optimization goals were discussed, and Authority staff has 30 days to provide a response.

Mr. Kapcsos informed the Board that ARRO Consulting provided a response to SRBC on behalf of the Authority per the discussion that took place at the last Authority Board meeting; we are currently waiting for a response.

Mr. Kapcsos informed the Board that Authority and Borough staff are currently working on separating the PA One Call accounts to better track the responses from the two entities.

Mr. Kapcsos informed the Board that he will be meeting with the security camera company on August 4th to discuss adding additional cameras at other facilities.

Mr. Kapcsos informed the Board that staff is working on making the requested change to the employee handbook and will be provided for approval at the next Authority Board meeting.

Mr. Kapcsos informed the Board that the Employee Appreciation Day was presented to Borough Council Administration and Finance committee with no further questions and will be presented at the next Borough Council meeting.

Business Manager Report

Mrs. Fenicle informed the Board that she received the draft documents for the 2022-2023 annual audit. Mrs. Fenicle noted that staff will complete the MD&A documents and will returned to the auditors no later than August 18th; the audit will be presented at the September 5th Board meeting.

Minutes of the Previous Meeting

A **MOTION** was made by Mr. Metzler and a second by Mr. Ruffini to approve the June 6, 2023, meeting minutes as presented; motion carried.

Unfinished Business

There was no unfinished business to discuss.

New Business

A **MOTION** was made by Mr. Derr and a second by Mr. Ruffini to approve the Final Subdivision Land Development Plan for 1000 Strickler Road, Cornerstone Lot W-3 as recommended by ARRO Consulting's letter dated March 9, 2023; motion carried.

Any Other Matter Proper to Come Before the Authority

Mr. Rebman discussed with the Board to develop an HR Committee as previously discussed and will consist of Mr. Metzler as the Chairman and Mr. Melhorn as a member. Mr. Rebman noted that the purpose of the committee is to establish a safe and healthy environment for all employees.

Authorization to Pay Bills

A **MOTION** was made by Mr. Metzler and a second by Mr. Ruffini to approve the attached Requisition No. 6 as follows: \$54,557.32 for the Water Operating Fund and \$70,354.18 for the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Ruffini and a second by Mr. Melhorn to approve the attached Requisition No. WBRI 23-9 from the Water Bond Redemption and Improvement Fund in the amount of \$10,005.00; motion carried.

Executive Session

The Authority Board entered an executive session to discuss a personnel matter at 4:27 PM. A **MOTION** was made by Mr. Derr and a second by Mr. Metzler to reconvene the public meeting at 5:00 PM; motion carried.

Adjournment

There being no further business, a **MOTION** was made by Mr. Metzler and seconded by Mr. Derr to adjourn; motion carried, and the meeting adjourned at 5:01 PM.

Respectfully submitted,

J. Michael Melhorn
Secretary