

Mount Joy Borough Authority
Pre-Authority
August 15, 2023
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, and Mr. Ruffini. Also, present were Angie Fenicle and Scott Kapcsos. Mr. Metzler and Mr. Melhorn were absent. Chairman Rebman called the meeting to order at 4 PM.

Public Input Period

No one from the public was present.

Consulting Engineer Report

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

Mr. Kapcsos informed the Board that Florin Hill reached out to move forward with plans that were submitted in 2020. ARRO is currently reviewing the plans and will submit a current letter of recommendation.

Authority Manager Report

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

Mr. Kapcsos informed the Board that Authority staff will be participating in a mock emergency with DEP staff tomorrow at well #1. Mr. Kapcsos noted that he was contacted asking if the Authority would be willing to allow DEP and their emergency response team to perform a live mock emergency for training purposes.

Mr. Kapcsos Informed the Board that staff has been researching the options of sending some of the testing performed at the wastewater plant by Authority staff to Suburban Labs.

Mr. Kapcsos provided an update on the security cameras: Mr. Kapcsos stated that he met with the company and traveled to South Jacob Street Water Plant, Booster Station, and Wells 1, 2 and 3; currently waiting for a quote.

Mr. Kapcsos informed the Board that the Borough has applied for a grant for Little Chiques Park Stream Bank Restoration Project and was declined; however, the Borough is re-applying for the grant and needed an access agreement to enter the Authority's property, Mr. Kapcsos signed the agreement on behalf of the Authority.

Mr. Kapcsos informed the Board that Borough Council approved the Employee Appreciation Day.

Business Manager Report

Mrs. Fenicle provided an update on the 2022 Annual Audit: Mrs. Fenicle stated that the draft Audit was received, and staff is reviewing and completing the management letter this week. Mrs. Fenicle noted that the audit will be presented at the next meeting, September 5th.

Minutes of the Previous Meeting

A **MOTION** was made by Mr. Derr and a second by Mr. Ruffini to approve the July 18, 2023, meeting minutes as presented; motion carried.

Unfinished Business

There was no unfinished business to discuss.

New Business

A **MOTION** was made by Mr. Ruffini and a second by Mr. Derr to approve the employee handbook addendum effective August 15, 2023; motion carried.

A **MOTION** was made by Mr. Ruffini and a second by Mr. Derr to approve Resolution No. 8-23 amending the 2023 Schedule of Fees; 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. Derr and a second by Mr. Ruffini to approve the attached Requisition No. 7 as follows: \$32,639.65 for the Water Operating Fund and \$39,274.05 for the Sewer Operating Fund; motion carried.

Adjournment

There being no further business, a **MOTION** was made by Mr. Derr and seconded by Mr. Ruffini to adjourn. Motion carried and the meeting adjourned at 4:37 PM.

Respectfully submitted,

Paul F. Ruffini
Assistant Secretary