

Mount Joy Borough Authority  
Pre-Authority  
December 17, 2019  
Minutes

The Mount Joy Borough Authority held its Pre-Authority meeting on this date in Council Chambers of the Borough Offices Building. Present were Vice-Chairman Mr. Derr, Mr. Weems and Mr. Metzler. 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**

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 – Mr. Warfel provided updates from discussions and ongoing issues remaining to close out the project. Mr. Warfel noted PACT TWO was on site two times in the last two weeks to complete some of the punch list items. Mr. Warfel, Authority staff and the Board continued to discuss pay applications 26 and 27; Mr. Warfel reminded the Board that ARRO has not drafted a letter to the Authority because PACT TWO has yet to provide signatures. Mr. Warfel noted that there was a phone conference today with PACT TWO to discuss the continuation of the punch list items and when final closeout documents will be received. Mr. Warfel asked PACT TWO on their decision regarding the remedy to fixing the floor, it was noted that they were not able to research this yet. Mr. Warfel did note that some of the punch list items will need to be finished in the spring. The Board asked ARRO to provide dollar figures to the remaining of the punch list items that remain on the list.

WWTP Clarifier and Thickener Rehabilitation: ARRO has completed the design and bidding specifications. The project has been advertised and went “live” on PennBid December 6, 2019. A mandatory pre-bid meeting is scheduled for December 18, 2019 at 1:00 PM and bid opening is January 10, 2020 at 12:00 PM.

Lumber Street Elevated Tank Rehabilitation: The project is advertised and “live” on PennBid as of October 25<sup>th</sup>. Pre-bid meeting was held on November 13<sup>th</sup>. The bid opening was rescheduled for December 23, 2019 and plan to award on January 21, 2020 with construction to begin by April 1, 2020.

Rapho Triangle East Lot F7 (KRM Ventures) – ARRO has started providing construction observation services. Final shop drawings were received, and approvals were provided.

Holiday Inn – The design firm has requested a meeting to review the revised design. A meeting was held today, plans will be reviewed, and a comment letter will be issued.

Farmview Properties – The design engineering firm has submitted a plan to revise the design removing two single family units and adding four townhomes, the plan was reviewed, and a comment letter was provided.

Florin Hill Phase 1&2 – ARRO has been advised that the developer is planning to make some changes to the approved plan by changing some of the multiple units into single and duplex units. The plans were received today and noted a meeting needs to be scheduled to review.

Rapho Industrial Park – ARRO has reviewed the revised plan and has sent a comment letter to the parties involved.

**Authority Manager Report**

Mr. Ardini provided an update on the DCED PA Small Water Grant for Wells 1 and 2: Mr. Ardini stated that the final submission was sent.

Mr. Ardini provided an update on the sewer main lining on Henry Street: Mr. Ardini stated that PennDOT has agreed to the proposed cost share of 75% PennDOT and 25% Authority. Mr. Scott Pearson will be preparing an agreement.

Mr. Ardini stated that the Authority received the Chemical Storage Tank temporary permit from PA DEP for the new water plant.

Mr. Ardini stated the Authority staff is reviewing the schedule of fees for 2020. Staff is reviewing the meter rental rates as well as the equipment rates and adding new equipment to the list.

Mr. Ardini stated that he received the quotes from Trout, Ebersole and Groff to perform a 5-year forecast study of which will be budgeted for next fiscal year. Mr. Ardini also noted that during that timeframe, staff will also look at updating the Capital Improvement Plan.

### **Operations Manager Report**

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

- Mr. Kapcsos noted updates of the Cedar Lane Water Main Upgrades:
  - Staff has completed the tie-in of the new water main.
  - A sinkhole was encountered while excavating for the Cedar Lane tie-in on Springville Road.
  - Staff continues to run new watermain line on Cedar Lane

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

- Plant operations at both facilities are normal, no major concerns or repairs to report.
- Staff has completed the Labor and Industries requirements from the inspection at the South Jacob Street Plant.
- The quarterly UCMR4 samples were taken.
- Kohl Bros installed a new pressure transducer on main pump #1 at the Booster Station.

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

- Plant operations are normal, no major concerns or repairs to report.
- Staff has performed maintenance on wet well pumps and completed the installation of a new effluent pump.

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

- Following the completion of the Labor and Industry (L&I) work from both departments, all the documents verifying that the work was completed were submitted. L&I responded that all corrections are satisfactory, and a certificate of compliance will be issued.
- Mr. Ryan Storm has completed weekend duties shadowing staff. Mr. Storm will now be placed on the on-call rotation.

### **Business Manager Report**

Mrs. Fenicle stated that staff has upgraded the quarterly billing invoices. The new bill forms will now be on a sheet of 8x10 paper which will allow staff to print upcoming information as needed to notify the customers.

### **Minutes of the Previous Meeting**

A **MOTION** was made by Mr. Metzler and a second by Mr. Weems to approve the November 19, 2019 meeting minutes as presented; motion carried.

### **Unfinished Business**

There was no unfinished business to discuss.

### **New Business**

There was no new business to discuss.

### **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. Metzler and a second by Mr. Weems to approve the attached Requisition No. 16 as follows: \$58,341.56 from the Water Operating Fund and \$79,154.67 from the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Weems and a second by Mr. Metzler to approve the attached Requisition No. WBRI 19-21 from the Water Bond Redemption and Improvement Fund in the amount of \$37,785.50; motion carried.

**Executive Session**

An executive session was held to discuss a personnel matter, no decisions were made.

A **MOTION** was made by Mr. Metzler and a second by Mr. Weems to reconvene the public session at 5:56 PM; motion carried.

**Adjournment**

There being no further business, a **MOTION** was made by Mr. Weems and seconded by Mr. Metzler to adjourn. Motion carried and the meeting adjourned at 5:59 PM.

Respectfully submitted,

Steven M. Weems  
Secretary