

Mount Joy Borough Authority
Pre-Authority
December 19, 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, Mr. Metzler, Mr. Ruffini and Mr. Melhorn. Also, present were Angie Fenicle and Scott Kapcsos and Mr. Mike Davis from Barley Snyder, LLP. 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.

Authority Manager Report

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

Mr. Kapcsos informed the Board that Authority staff is currently performing annual PM maintenance to all equipment.

Mr. Kapcsos informed the Board that there is a kickoff meeting to discuss the softener rehabilitation project at Carmany Road water plant on December 20th.

Mr. Kapcsos informed the Board that the clogging issue with the return line has gotten much better. Mr. Kapcsos noted that a quote was received from MLK to replace the existing butterfly valves with full port plug valves; the cost for the valves and actuators is \$10,600.

Mr. Kapcsos informed the Board that Cleveland Bros completed the generator control unit replacement at the wastewater treatment plant.

Mr. Kapcsos informed the Board that Mr. Bruce Sherman is on-site working on the PLC upgrade at the wastewater treatment plant.

Mr. Kapcsos provided an update on the Dystor Rehabilitation Project: Mr. Kapcsos stated that staff reviewed the updated drawings and provided comments to the contractor. Mr. Kapcsos noted that an onsite meeting is scheduled for December 21st to review and finalize the scope of work.

Mr. Kapcsos provided an update on the COVID-19 ARPA H2o PA Grants: Mr. Kapcsos informed the Board that the Authority was selected to receive the funding requested for the two grants.

Mr. Kapcsos provided an update on staffing: Mr. Kapcsos informed the Board that Mr. Roderick Frey applied for the Construction Supervisor position; a job offer was provided of which he has accepted and will start his new position as of December 18th. Mr. Kapcsos also noted that he performed Ms. Susan Parker's 90-day review.

Mr. Kapcsos informed the Board that Authority staff met with Rapho Township to discuss the current Water and Sewer allocation agreement; Rapho Township will identify each location within the service area to determine potential development and submit to the Authority.

Mr. Kapcsos provided an update on the Rapho Triangle East (RTE) Agreement: Mr. Kapcsos stated that a response was received from RTE and there is interest in selling the remaining EDU's within the agreement to the Authority with the assurance that Rapho Township will incorporate predicted EDU's for RTE within their revised agreement with the Authority. Mr. Kapcsos noted that the proposal will be discussed with Rapho Township.

Mr. Kapcsos provided an update on the Consumptive Use Mitigation grant for Charles Springs: Mr. Kapcsos stated that a meeting was held to determine what kind of improvements are needed to help provide more accurate

information to SRBC. Mr. Kapcsos would like to reach out to Mr. Mark Harman from ARRO Consulting to determine the best solution for these improvements.

Business Manager Report

Mrs. Fenicle had nothing to report.

Minutes of the Previous Meeting

A **MOTION** was made by Mr. Metzler and a second by Mr. Ruffini to approve the November 21, 2023, meeting minutes as presented; motion carried.

Unfinished Business

Mr. Metzler provided a draft of the Annual Evaluation form to the Board for review and comment. Mr. Metzler suggested that the Board should complete the evaluation form annually for Authority Management staff along with meeting and reviewing the form with the employee.

New Business

There was no new business to discuss.

Any Other Matter Proper to Come before the Authority

A discussion was held between the Board, Mr. Kapcsos, and Mr. Davis on what type of agreement would be applicable to have in place for the new administration office building; Mr. Davis will draft the agreement for staff to review and comment prior to submitting the agreement to the Borough's legal counsel for review and comment.

Authorization to Pay Bills

A **MOTION** was made by Mr. Metzler and a second by Mr. Ruffini to approve the attached Requisition No. 15 as follows: \$49,747.16 for the Water Operating Fund and \$44,793.80 for the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Metzler and second by Mr. Derr to approve the attached Requisition No. WBRI 23-16 from the Water Bond Redemption and Improvement Fund in the amount of \$2,346.47; motion carried.

Adjournment

There being no further business, a **MOTION** was made by Mr. Derr and second by Mr. Ruffini to adjourn. Motion carried and the meeting adjourned at 5:10 PM.

Respectfully submitted,

J. Michael Melhorn
Secretary