

Mount Joy Borough Authority  
Pre-Authority  
December 20, 2022  
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, Joe Ardini and Scott Kapcsos, and Mike Davis from Barley Snyder. Chairman Rebman called the meeting to order at 4 PM.

**Public Input Period**

No one from the public was present.

**Presentation of the 2021-2022 Annual Audit by Trout, CPA**

Ms. Megan Senkowski from Trout CPA were present to present the 2022 annual audit highlighting the financial analysis, capital assets, SAS 114 and SAS 115 letters and the GASB pension standards. It was noted that there were no significant findings during the audit. A **MOTION** was made by Mr. Derr and a second by Mr. Ruffini to accept the 2022 annual audit as presented; motion carried. A copy of the annual audit is on file for the public to view upon completion of the right-to-know request form.

**Consulting Engineer Report**

Mr. Dennis was not present at the meeting, therefore, provided a written report.

**Authority Manager Report**

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

Mr. Ardini provided an update on the vacant employment positions: Mr. Ardini stated that an offer has been made to the candidate to fulfill the wastewater department position of which he has accepted. The offer is contingent upon the completion of the pre-employment physical and background checks with an anticipated start date of January 3, 2023. Mr. Ardini noted that staff has been unable to contact the other candidate that interviewed for the water department position; therefore, the vacancy will be revised and be posted as a plant operator position rather than chief plant operator.

**Operations Manager Report**

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

Mr. Kapcsos provided an update on the PA DEP Permit Amendment for Carmany Road Water Plant: Mr. Kapcsos informed the Board that staff provided ARRO with the required information to start producing a draft document. Staff anticipates having a draft to review by the end of this week,

Mr. Kapcsos informed the Board that staff has been trouble shooting the operations of the denitrification filters at the wastewater treatment plant. Mr. Kapcsos stated that staff discovered one of the units is extremely low on sand media and noted that staff continues to investigate the possibilities of how and why this occurred. Mr. Kapcsos stated that staff is currently working with Water Service Professionals of PA, Inc. to replace the sand media.

Mr. Kapcsos provided an update on the ARPA H2O Water Supply and Sanitary Sewer Project Program Grant: Mr. Kapcsos stated that the grant applications were finalized and submitted today.

Mr. Kapcsos informed the Board that a PRWA is scheduled for January 19<sup>th</sup>, 2023, to conduct a safety training seminar for all the employees.

**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 15, 2022, 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. Derr and a second by Mr. Ruffini to approve the attached Requisition No. 14 as follows: \$76,355.53 for the Water Operating Fund and \$87,964.97 for the Sewer Operating Fund; motion carried.

**Adjournment**

There being no further business, a **MOTION** was made by Mr. Derr and seconded by Mr. Metzler to adjourn. Motion carried and the meeting adjourned at 4:58 PM.

Respectfully submitted,

J. Michael Melhorn  
Secretary