

Mount Joy Borough Authority
Pre-Authority
December 21, 2021
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, Scott Kapcsos and Joe Ardini, 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.

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 informed the Board that the Authority received their EPA Inspection Report that was performed in July 2021. It was noted that some items needed minor adjustments including meshing on overflow pipe, hose connection and clear well lids. Mr. Ardini stated that these items are being addressed.

Operations Manager Report

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

Mr. Kapcsos provided an update on the proposed security at the Carmany Road Water Plant: Mr. Kapcsos stated that staff met with 3T Security and reported that it will be challenging to place a fence around the property per East Donegal Township's guidelines, plant entrance and pipping concerns as well as property line footage. Mr. Kapcsos noted that 3T Security will be providing pricing to install cameras around the property.

Mr. Kapcsos made the Board aware that he has scanned 90% of water and sewer line plans and as built and will soon be able to use the tablets to locate the lines electronically. Mr. Kapcsos also stated that staff will be able to perform the daily recordings of all the stations via electronically and will also be able to create punch list for items that need maintenance or repaired. Mr. Kapcsos stated that the tablets are slated for startup this week.

Mr. Kapcsos informed the Board that Core & Main approached the Authority regarding an increase in the Kamstrup water meters. Mr. Kapcsos stated that the price will increase to \$270 however, the company will hold a price for the Authority at \$255 per meter if a purchase of 1,000 meters is made during 2022. A **MOTION** was made by Mr. Derr and a second by Mr. Ruffini to purchase the 1,000 meters during calendar year 2022; motion carried. Mr. Kapcsos made the Board aware that the purchase of the 130 meters that were budgeted for this fiscal year have been ordered and will be installed in homes on North Market Avenue, Midland Circle and Manheim / Mount Joy Road.

Business Manager Report

Mrs. Fenicle informed the Board that the renewal rates were received for Worker's Compensation Insurance and General Liability and Property Insurance. It was noted that the Worker's Compensation Insurance decreased by \$2,100 and the General Liability and Property Insurance increased by \$2,827.

Minutes of the Previous Meeting

A **MOTION** was made by Mr. Metzler and a second by Mr. Melhorn to approve the November 16, 2021, meeting minutes as presented; motion carried.

Unfinished Business

There was no unfinished business to discuss.

New Business

A **MOTION** was made by Mr. Metzler and a second by Mr. Ruffini to approve Elm Tree Properties Letter of Credit Reduction Request for Elm Tree Properties 5B/5C in the amount of \$92,182.50 as recommended by ARRO Consulting's letter dated June 30, 2021; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Ruffini to approve payment application No. 6 from Heisey Mechanical, LTD in the amount of \$72,054.35 for the WWTP Primary Clarifier and Thickener Rehab project as recommended by ARRO Consulting's letter dated December 19, 2021; motion carried.

A discussion took place regarding the Borough and Authority administration building upgrade. Mr. Ardini noted that a survey was completed on 15 East Main Street, and it was determined that the house is 2.7 feet onto the property to the West side. It was noted that the Borough has not moved forward yet with Crabtree, Rohrbaugh and Associates to prepare bidding documents for new construction. Mr. Ardini stated that the building committee will meet the third Monday of every month at 5:00 PM.

Any Other Matter Proper to Come before the Authority

Mr. Ardini informed the Board that he just received a request from Heisey Mechanical asking to revise the final completion date due some punch list that are not able to be completed during the winter weather. A **MOTION** was made by Mr. Ruffini and a second by Mr. Derr to approve Change Order #7 submitted by Heisey Mechanical for the WWTP Primary Clarifier and Thickener Rehabilitation project extending the final completion date to April 29, 2022; motion carried.

Authorization to Pay Bills

A **MOTION** was made by Mr. Metzler and a second by Mr. Melhorn to approve the attached Requisition No. 16 as follows: \$38,648.89 for the Water Operating Fund and \$61,273.98 for the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Ruffini and a second by Mr. Metzler to approve the attached Requisition No. WBRI 21-22 in the amount of \$17,372.13 from the Water Bond Redemption and Improvement Fund; motion carried.

A **MOTION** was made by Mr. Melhorn and a second by Mr. Ruffini to approve the attached Requisition No. SBRI 21-11 in the amount of \$72,054.35 from the Sewer Bond Redemption and Improvement 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 5:09 PM.

Respectfully submitted,

J. Michael Melhorn
Secretary