

Mount Joy Borough Authority  
Pre-Authority Meeting  
February 20, 2024  
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. Metzler, Mr. Ruffini and Mr. Melhorn. Also, present were Angie Fenicle, and Scott Kapcsos, and Mike Davis from Barley Snyder. Mr. Derr was 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.

**Authority Manager Report**

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

Mr. Kapcsos informed the Board that Authority staff repaired a six-inch watermain break at the intersection of School Lane and Farmview Lane; no boil water notice was necessary.

Mr. Kapcsos presented the Board with quotes for a new Western Star Dump Truck. A **MOTION** was made by Mr. Ruffini and a second by Mr. Metzler to authorize Mr. Kapcsos to execute the proposal provided by River's Truck Center, Inc. for the Western Star Truck in the amount of \$133,865 and the E.M. Kutz, Inc. proposal for the Cab to Trunnion in the amount of \$66,237.15; motion carried. Mr. Kapcsos noted that he would like to place the current dump truck on Municibid when the new truck is received.

Mr. Kapcsos informed the Board that Authority staff continues inputting data for the LCRR inventory requirements; approximately 2,330 uploaded.

Mr. Kapcsos informed the Board that during the weekly testing at Carmany Road water plant, the 1500 gallon per minute (gpm) intermediate pump failed to operate. Mr. Kapcsos stated the Kohl Bros was onsite the next day, removed the pump and took it to their shop for repairs.

Mr. Kapcsos informed the Board that the Authority received a draft copy of the annual water resource plan from ARRO Consulting today; Authority staff will review the document this week as it needs to be submitted to SRBC by February 29<sup>th</sup>.

Mr. Kapcsos informed the Board that the lab accreditation on-site assessment at the wastewater treatment facility was completed; no major issues were identified.

Mr. Kapcsos informed the Board that Authority staff is currently working with ARRO Consulting to update the water and sewer system wall maps.

Mr. Kapcsos informed the Board that quotes were received for the 5/1/2024-4/30/2025 fiscal year health insurance. Mr. Kapcsos stated that the overall increase is five percent.

Mr. Kapcsos stated that the Department Supervisors were notified to start the annual evaluations for their department's staff members.

Mr. Kapcsos informed the Board the Authority staff completed the 2023 unaccounted for water report and noted that the reports shows a 7.7%; which is the lowest percentage recorded.

Mr. Kapcsos provided an update on the PA One Call Split: Mr. Kapcsos stated that the Authority established its own account and will be receiving and responding to one calls via electronically.

Mr. Kapcsos provided an update on the RAVE Emergency Notification System: Mr. Kapcsos stated that the Authority established the account with the new emergency system, which has taken the place of SWIFTREACH. Mr. Kapcsos

stated that this will be posted on our website and the water and sewer invoices, as well as, in the Borough's newsletter and Authority's annual report.

Mr. Kapcsos provided an update on the current Charles Springs Monitoring Requirements: Mr. Kapcsos stated that he and Arro Consulting along with SRBC met to discuss an ultrasonic flow meter to determine the flow and direction of this spring. After further discussion, SRBC asked the Authority to provide a way to report the back flow.

Mr. Kapcsos provided an update on the storage building: Mr. Kapcsos stated that a structural engineer from ARRO Consulting will be onsite this week to evaluate the Borough's Parks Department building.

Mr. Kapcsos provided an update on the COVID-19 ARPA H2o PA Grants: Mr. Kapcsos stated that the Authority received and executed the agreements.

- Dystor Rehabilitation Project: Mr. Kapcsos stated that an updated quote was received by ARRO Consulting totaling \$1,042,240; this project will be completed in 2024.
- Fairview Street Water Main Replacement Project: Mr. Kapcsos stated that ARRO Consulting continues to draft the preliminary plans and surveying; this project will not be starting until spring 2025.

Mr. Kapcsos provided an update on the Chiques Crossing Development: Mr. Kapcsos stated that he met with our conflict counsel, and they will be reaching out on the Authority's behalf to the other parties to express the concerns of the Authority.

Mr. Kapcsos informed the Board that Authority staff met to discuss each departments preliminary budgets; the next meeting is scheduled for tomorrow.

Mr. Kapcsos provided an update on the water meter replacement project: Mr. Kapcsos stated that of the 236 letters sent, 186 customers have scheduled appointments and 45 meters have been installed of the 143 customers. Mr. Kapcsos noted that second notices were mailed and front doors were posted.

### **Business Manager Report**

Mrs. Fenicle informed the Board that the Worker's Comp Audit is scheduled for March 1<sup>st</sup>.

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

A **MOTION** was made by Mr. Metzler and a second by Mr. Ruffini to approve the January 16, 2024, 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. Derr to approve the Final Subdivision and Land Development Plan for Water and Sanitary Sewer Improvements for 1000 Strickler Road, Cornerstone Lot W-3 as per ARRO Consulting's letter dated February 20, 2024; 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. Metzler and a second by Mr. Melhorn to approve the attached Requisition No. 18 as follows: \$39,142.59 for the Water Operating Fund and \$35,760.24 for the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Ruffini to approve the attached Requisition No. WBRI 24-3 from the Water Bond Redemption and Improvement Fund in the amount of \$26,375.00; motion carried.

A **MOTION** was made by Mr. Melhorn and a second by Mr. Ruffini to approve the attached Requisition No. SBRI 24-

3 from the Sewer Bond Redemption and Improvement Fund in the amount of \$4,050.00; motion carried.

**Executive Session**

A **MOTION** was made by Mr. Metzler and a second by Mr. Melhorn to enter executive session to discuss a personnel matter at 4:48 PM; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Ruffini to reconvene the public meeting at 5:55 PM; motion carried.

**Adjournment**

There being no further business, a **MOTION** was made by Mr. Metzler and seconded by Mr. Melhorn to adjourn. Motion carried and the meeting adjourned at 5:57 PM.

Respectfully submitted,

J. Michael Melhorn  
Secretary