

Mount Joy Borough Authority
Pre-Authority
January 17, 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, 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.

Reorganization of the Board and Appointment

The meeting was turned over to Mr. Ardini for the purpose of election of officers. A nomination was made by Mr. Melhorn and a second by Mr. Metzler to nominate Mr. Rebman for Chairman. A **MOTION** was made by Mr. Metzler and a second by Mr. Melhorn that the nominations be closed; motion carried. A **MOTION** was made by Mr. Metzler and a second by Mr. Melhorn to approve Mr. Rebman as Chairman; motion carried. Mr. Ardini turned the meeting over to Chairman Rebman. A **MOTION** was made by Mr. Ruffini and a second by Mr. Metzler to approve the remaining slate of officers as follows: Mr. Derr for Vice-Chairman, Mr. Metzler for Treasurer, Mr. Melhorn for Secretary and Mr. Ruffini for Assistant Secretary / Treasurer; motion carried.

Appointment of Official Representatives.

Chairman Rebman noted the current slate of representatives:

Solicitor: Barley Snyder, LLC.

Engineer: ARRO Consulting, Inc.

Auditor: Trout, Ebersole & Groff

Trustee: Fulton Financial Advisors

Depository: Northwest Bank

A **MOTION** was made by Mr. Melhorn and a second by Mr. Derr to reappoint the representatives as noted above for the 2023 calendar year; motion carried.

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 Mr. Paisun Harris has officially started his employment on January 3rd and is adapting well. Mr. Ardini stated that the water operator ad remains published but did not receive any applications.

Mr. Ardini informed the Board that he has completed filing the ACT 110 Primary Facilities Report to PA DEP noting a water loss percentage of 11.6; this report tallies all the water withdrawals and water invoiced to the customers.

Mr. Ardini informed the Board that the finalize audit was submitted to PA DCED and are currently waiting for the acceptance confirmation.

Mr. Ardini informed the Board that Authority staff and ARRO are working on the 2022 water resource plan that will be submitted to SRBC and will be submitted by the end of this month.

Mr. Ardini informed the Board that Authority staff has completed response the letter to EPA in regards to the inspection that was conducted in 2022 and was sent today.

Mr. Ardini informed the Board that Authority staff and ARRO has started working on the Chapter 94 report for PA DEP which relates to the current and projected five-year hydraulic and organic loadings at the wastewater treatment plant. This report must be filed by March 31st.

Operations Manager Report

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

Mr. Kapcsos provided an update on the Kamstrup meter replacement: Mr. Kapcsos stated that of the 1,161 meters, only nine are remaining to be scheduled.

Mr. Kapcsos informed the Board that a sink hole has opened in the newly graded basin along South Jacob Street. Authority staff will evaluate the situation and make the necessary repairs.

Mr. Kapcsos informed the Board that an employee was in a minor accident at the fault of the other driver involved. There were no injuries reported.

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 December 20, 2022, meeting minutes as presented; motion carried.

Unfinished Business

There was no unfinished business to discuss.

New Business

A **MOTION** was made by Mr. Derr and a second by Mr. Metzler to approve Resolution No. 1-23 approving a Schedule of Fees and Charges for Water and Sewer Services; motion carried.

A **MOTION** was made by Mr. Melhorn and a second by Mr. Ruffini to approve Resolution No. 2-23 to enter into a Deed of Dedication for the Conveyance of Interest in Utility Facilities to serve Elm Tree Properties, LLC Phase 5C and to maintain the letter of credit of 15% of construction cost for 24 months as recommended by ARRO Consulting's letter dated January 12, 2023; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Derr to approve Elm Tree Properties, LLC Letter of Credit Reduction Request for Elm Tree Phase 5B/5C in the amount of \$169,070.45 as recommended by ARRO Consulting's letter dated January 12, 2023; motion carried.

Any Other Matter Proper to Come before the Authority

Mr. Rebman informed that Board that Mr. Josh Deering from the Lion's Club would like to present a presentation regarding the proposed splash pad at the Grandview lot. Mr. Rebman noted he will contact Mr. Deering to be placed on the next meeting agenda.

Authorization to Pay Bills

A **MOTION** was made by Mr. Melhorn and a second by Mr. Metzler to approve the attached Requisition No. 15 as follows: \$82,103.58 for the Water Operating Fund and \$159,777.43 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 23-1 from the Water Bond Redemption and Improvement Fund in the amount of \$979.26; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Derr to approve the attached Requisition No. SBRI 23-1 from the Sewer Bond Redemption and Improvement Fund in the amount of \$10,067.30; motion carried.

Adjournment

There being no further business, a **MOTION** was made by Mr. Derr and seconded by Mr. Ruffini to adjourn. Motion carried and the meeting adjourned at 4:44 PM.

Respectfully submitted,

J. Michael Melhorn
Secretary