

Mount Joy Borough Authority
Regular Monthly Meeting
January 2, 2019
Minutes

The Mount Joy Borough Authority held its regular meeting on this date in the Council Chambers of the Borough Offices Building. Present were Chairman Rebman, Mr. Derr, Mr. Hiestand, Mr. Hamm and Mr. Metzler. Also present were Angie Fenicle, Joseph Ardini and Scott Kapcsos, Matt Warfel from ARRO Consulting and Mike Davis from Barley Snyder. Chairman Rebman called the meeting to order at 4:00 PM.

Reorganization of the Board and Appointment

The meeting was turned over to Mr. Ardini for the purpose of election of officers. Mr. Ardini noted the suggested slate of officers as follows: Mr. Rebman, Chairman; Larry Derr, Vice Chairman; Richard Hamm, Treasurer; John Hiestand, Secretary; Chris Metzler, Assistant Secretary/Treasurer. A nomination was made by Mr. Hamm and a second by Mr. Metzler to nominate the above listed slate of officers. A **MOTION** was made by Mr. Rebman and a second by Mr. Hiestand that the nominations be closed; motion carried. A **MOTION** was made by Mr. Metzler and a second by Mr. Hamm to approve the above stated slate of officers as presented; 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. Metzler and a second by Mr. Hamm to reappoint the same representatives as noted above for the 2019 calendar year; motion carried.

Public Input Period

There was no one present from the public.

Consulting Engineer Report

Mr. Matt Warfel provided an update to the Board on the construction of the new water treatment plant and Well 3: Mr. Warfel stated that ARRO received an updated schedule from PACT TWO and shows a substantial completion date the first week of February. Mr. Warfel stated that PA DEP would like to be on site on January 15th to complete an inspection; PACT TWO has yet to confirm if that date will work for them. The Authority Board expressed concerns with the level of efforts from PACT TWO by not working for one week knowing the amount of work that needs completed. Mr. Warfel noted that ARRO did draft a letter to PACT TWO as requested at the last meeting and did receive a response from PACT TWO which will be discussed at the weekly project meeting.

Authority Manager Report

Mr. Ardini provided an update for the 457B Plan: Mr. Ardini stated that the employees were given the new pension documents and a signature was requested indicating that they received it. Barley Snyder is still working on the handbook addendum.

Mr. Ardini stated that Barley Snyder has provided Authority staff with a draft Mount Joy Township Water and Sewer Agreement, staff will review and forward to the Township manager for review.

Mr. Ardini stated that Barley Snyder and Authority staff are still revising the Water and Sewer Rules and Regulations. Staff is anticipating on having these approved for one of the February meetings.

Mr. Ardini provided an update on the Nitrate Replacement Project at the Carmany Road Water Plant: Mr. Ardini stated that the contractor drained the tanks and observed additional work that needs repaired. Mr. Ardini stated

that the contractor submitted a quote for the repairs in the amount of \$35,158.62. Mr. Ardini stated that there are three tanks that could possibly need the same repairs and the contractor has quoted the Authority the same amount for all three tanks. A **MOTION** was made by Mr. Metzler and a second by Mr. Hamm to accept M2 Construction's quote of \$35,158.62 to repair the tank with the possibility of repairing the other two tanks at the same price; motion carried.

Mr. Ardini noted that staff has started working on the budgets for the next fiscal year and staff will meet the first week in February.

Mr. Ardini noted that there was one individual to apply for the Construction Labor position and no one applied for the Equipment / Laborer position. Mr. Ardini stated that he will schedule an interview with the individual who applied and will work on advertising the Construction Laborer position.

Operation Manager Report

Mr. Kapcsos informed and updated the Authority Board on issues and statuses for the construction department:

- Staff has completed the fire hydrant flushing and are working on any repairs noted during the flushing.
- The digital sign display needs a new charger. Staff has ordered the parts for repair. It was noted that the sign is being stored at the Public Works facility to keep out of the cold weather.
- Staff is working on doing yearly equipment maintenance.
- Unit 22 was taken to Barton's Body Shop for repairs that resulted due to the vehicle accident.

Mr. Kapcsos informed and updated the Authority on issues and statuses for the water system:

- Staff performed maintenance on check valves at the booster station.
- Staff is working on the Filter Plant Performance Evaluation (FPPE) from PA DEP.
- Well #1 roof has been repaired by Sensenig Roofing.
- All of the water plant staff completed and passed EPA method 334 Initial Demonstration of Capability.
- All the lab equipment and supplies were received for the South Jacob Water Treatment Plant.

Mr. Kapcsos informed and updated the Authority Board on issues and statuses for the wastewater system:

- Generator engine block heater failed. A new one was ordered and should be here this week. This repair will cost approximately \$1,300.
- Staff worked on the DeNite filter.
- Staff received the main line camera head back. Staff will be working on putting it back together.
- Staff is working on Chapter 94 paperwork.

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. Hamm to approve the December 4, 2018 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. Hamm to approve Resolution No. 1-19 approving the schedule of fees and charges for water and sewer services; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Hamm to approve Payment Application No. 16 from PACT TWO, INC in the amount of \$49,279.93 from the South Jacob Street Water Treatment Plant and Well 3 as recommended by ARRO Consulting's letter dated December 14, 2018; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Hiestand to approve Resolution No. 2-19 to enter into a Deed of Dedication for the Conveyance of Interest in Utility Facilities to serve The Meadows Development and to maintain the letter of credit of 15% or \$21,670.20 of the cost opinion of \$144,468.00 as recommended by ARRO's Consulting's letter dated December 18, 2018; motion carried.

Any Other Matter Proper to Come Before the Authority

Mr. John Hiestand submitted his resignation to Authority Board and staff. The resignation was not acted upon during the meeting.

Authorization to Pay Bills

A **MOTION** was made by Mr. Metzler and a second by Mr. Hamm to approve the attached Requisition No. 16 as follows: \$76,297.64 for the Water Operating Fund and \$80,860.94 for the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Hamm to approve the attached Requisition No. WBRI 19-1 in the amount of \$14,002.46 from the Water Bond Redemption and Improvement Fund; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Hamm to approve the attached Requisition No. 38 in the amount of \$70,485.27 from the 2016 Construction 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 5:30 PM.

Respectfully submitted,

John A. Hiestand
Secretary