

Mount Joy Borough Authority Meeting

Minutes- January 20, 2026

The Mount Joy Borough Authority held its regularly scheduled Authority meeting on this date in the Council Chambers of the Borough Office Building. Present were, Chairman Rebman, Vice-Chairman Derr, Mr. Melhorn and Mr. Ruffini, Mr. Metzler was absent. Also present were Lindsey Edgell, Scott Kapcsos, and Mr. Mike Davis with Barley Snyder, Zachary Dennis was absent. Chairman Rebman called the meeting to order at 4 PM.

Reorganization of the Board and Appointment

The meeting was turned over to Mr. Kapcsos for the purpose of the election of officers. A **MOTION** was made by Mr. Ruffini and a second by Mr. Melhorn to nominate the current slate of officers; Mr. Rebman for Chairman, Mr. Derr for Vice-Chairman, Mr. Melhorn for Secretary, Mr. Metzler for Treasurer, and Mr. Ruffini for Asst. Secretary/Treasurer; *motion carried*. A **MOTION** was made by Mr. Melhorn and a second by Mr. Derr to approve of the nominated slate of officers; *motion carried*.

Appointment of Official Representatives.

Chairman Rebman noted the current slate of representatives:

- Solicitor: Barley Snyder, LLC.
- Engineer: Rettew Associates, Inc.
- Auditor: Boyer & Ritter, LLC.
- Trustee: Fulton Financial Advisors
- Depository: Northwest Bank

A **MOTION** was made by Mr. Derr and a second by Mr. Melhorn to appoint the representatives as noted above for the 2026 calendar year; *motion carried*.

Public Input

No one from the public was present.

Consulting Engineer Report

A written report was provided.

Authority Manager Report

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

Staffing Update.

- Mr. Ryan Hamilton successfully completed the pre-employment process and officially began employment on Jan 5th, as a Wastewater Operator.
- Mr. Lucas Showers successfully completed the pre-employment process and officially began employment on Jan 5th, as a Water & Sewer Maintenance Technician.
- Met with Mr. Darryn Giberson to review his 90-day probationary evaluation that was completed by his supervisor.
- Currently, we do not have any vacant positions.

N. Market Ave Construction Department Shop Renovation Project

- Contract start date was January 5, 2026
- Pre-Construction took place on January 6, 2026
- The general contractor, Weidner Construction, performing demolition and have a contractor performing saw cutting and excavation for new under slab plumbing.
- The electrical contractor, D&T Electric, performing demolition and providing temp power where needed.

- The plumbing/HVAC contractor, Garden Spot, performed an aqua balance on existing heat system and started demolition efforts.
- Project schedule was received by Rettew, and we are planning to discuss and coordinate with all contractors at our upcoming progress meeting.
- Shop drawing submittals are currently being reviewed.
- We will be holding bi-weekly progress meeting starting on Tuesday January 20th at 8 AM. We will be meeting in Council Chambers and then following up with a site visit afterwards.
- The project contract calls for substantial completion within 90 days, with a target date of May 5, 2026.

Fairview St Water Main Replacement Project

- Contract Award Recommendation included on today's agenda.
- If approved:
 - Intent to award - January 21, 2026
 - Execute Contracts – February 17, 2026
 - Issue Notice to Proceed – February 18, 2026
 - Substantial Completion – 180 Days (August 17, 2026)
 - Final Completion – 190 Days (August 27, 2026)

WWTP Dystor Project

- New Dystor cover has been installed.
- The remainder of the contract work except for replacing weights in relief valves is completed.
- Evoqua is scheduled to come back on-site to perform start up and training on Feb 9th.
- Following start-up, we will receive O&M's for the project and start the closeout process.

South Jacob St Water Treatment Plant – Storm Water Management, Agreement Amendment

- LCCD emailed and said that they have all the necessary paperwork to complete the NOT. Before doing so, they wanted to make one last site visit to ensure there are no changes from their previous site visit. Waiting on official word to proceed with the NOT.

New Authority Website & Domain

- Meeting was held with Mr. Colvin to perform a first review of the new website. Comments and requested changes were provided by staff.

Industrial Pre Treatment Program

- The following onsite inspections are scheduled.
 - Cargill – Jan 16, 2026
 - Rostolsky Recycling – Jan 21, 2026

Well #4

- A site meeting with SRBC was held on Jan 7th. The consensus was that their only concern will be if there are any negative impacts to the existing spring that currently feeds the fish hatchery. We are expecting a written report within the next month; however, we do not have to wait for that report to drill the test well. I instructed Rettew to start working on securing a well drilling company for these efforts.

Annual Evaluations

- Supervisors have been directed to start performing annual evaluations.
- All evaluations are to be completed and turned in on or before February 20, 2026.

Mr. Kapcsos reported that admin staff met to discuss current projects, future projects, and daily tasks. The goal of these meetings is to improve communication, align priorities, and ensure we are planning effectively as projects move forward. We are scheduled to meet bi-weekly on Wednesday's at 8 AM.

Mr. Kapcsos informed the board that efforts are ongoing to complete annual reporting requirements for both water and wastewater. departments

Borough Admin Building Update

- Substantial Completion is currently scheduled for March 22, 2026
- Furniture Package was approved by Borough Council.
- A meeting is scheduled with our IT company 12:34, to discuss the logistics of the move.
- Staff participated in a few meetings with telephone companies to discuss options for the facility.
- Conversations are ongoing about the logistics and expectations for the move. Not a lot of details have been ironed out, however, I was told that the anticipation is that the move will take place by the end of April.

Sunset Ave, Watermain Break - Insurance Claim

- A timeline of events was provided for our insurance carrier.
- I met with the 3rd party adjuster assigned to the claim. We also performed a site visit that day, which included an inside evaluation of the homeowner's foundation at 431 Sunset Ave.
- The last update I received was on Jan 13, 2026, from the adjuster, which stated that he was finalizing his initial report to the carrier.
- It appears as if the actual water main break and the repair will not be covered.

Assistant Authority Manager Report

Mr. Dennis provided a written report.

Mr. Kapcsos reported on Mr. Dennis behalf that the renewal application for the NPDES Permit for the Carmany Road Water Treatment Plant was submitted to PADEP.

Mr. Kapcsos also reported that staff met with Rettew to discuss next steps related to the recent WET testing.

Business Manager Report

Ms. Edgell provided a written report and highlighted the following.

Delinquent Accounts

- Things have been slow because this is a busy month, however we have placed 2 liens on delinquent accounts.

Dystor Grant Reimbursement

- Dystor grant reimbursement funds were received the end of December

Ms. Edgell informed the board of a fraud attempt on a check that was mailed to one of our chemical companies. The bank was able to stop it and funds were not released. A police report has been filed.

Minutes of the Previous Meeting

A MOTION was made by Mr. Melhorn and a second by Mr. Ruffini to approve of December 16, 2025, meeting minutes as presented; *motion carried.*

New Business

A MOTION was made by Mr. Derr and a second by Mr. Melhorn to approve Payment Application No 10 for Eastern Environmental Contractors, Inc in the amount of \$78,412.50 per Arro letter dated January 7, 2026; *motion carried.*

A **MOTION** was made by Mr. Derr and a second by Mr. Ruffini to approve Contract No 2025-25 between Mount Joy Borough Authority and Doli Construction Corporation for General Construction of the Fairview Street Water Main Replacement Project; *motion carried.*

A **MOTION** was made by Mr. Derr and a second by Mr. Ruffini to give authorization to Mr. Kapcsos to approve and execute change orders related to the Construction Department Shop Renovation Project; *motion carried.*

A **MOTION** was made by Mr. Ruffini and a second by Mr. Melhorn to approve Cornerstone 6A and Cornerstone W4 Preliminary/Final Land Development Plans as recommended by Rettew Associates letters dated January 15, 2026; *motion carried.*

A **MOTION** was made by Mr. Derr and a second by Mr. Ruffini to approve Resolution 1-26 for the 2026 Schedule of Fees as presented; *motion carried.*

Other Matter

There was no other matter.

Authorization to Pay Bills

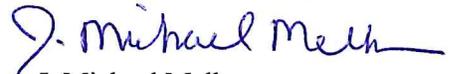
A **MOTION** was made by Mr. Derr and seconded by Mr. Ruffini to approve Requisition No 9 as follows: Water Operating in the amount of \$190,646.15 and Sewer operating in the amount of \$202,137.17; *motion carried.*

A **MOTION** was made by Mr. Ruffini and seconded by Mr. Melhorn to approve Requisition No WBRI 26-1 from the Water Bond Redemption and Improvement Fund in the amount of \$84,885.67; *motion carried.*

A **MOTION** was made by Mr. Derr and seconded by Mr. Ruffini to approve Requisition No SBRI 26-1 from the Sewer Bond Redemption and Improvement Fund in the amount of \$83,654.50; *motion carried.*

A **MOTION** was made by Mr. Derr and a second by Mr. Ruffini to adjourn the meeting at 4:45 PM; *motion carried.*

Respectfully submitted,



J. Michael Melhorn
Secretary