

Mount Joy Borough Authority
Regular Monthly Meeting
January 7, 2020
Minutes

The Mount Joy Borough Authority held its regular meeting on this date in the Council Chambers of the Borough Office Building. Present were Vice-Chairman Derr, Mr. Weems, Mr. Metzler and Mr. Ruffini. Also present were Angie Fenicle, Joe Ardini and Scott Kapcsos, Matt Warfel from ARRO Consulting and Mike Davis from Barley Snyder. Mr. Rebman was absent. Vice-Chairman Derr 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. Mr. Ardini asked for nominations for Chairman; A nomination was made by Mr. Derr and a second by Mr. Weems to nominate Mr. Rebman. A **MOTION** was made by Mr. Derr and a second by Mr. Weems to close the nominations for Chairman; motion carried. Mr. Ardini suggested the slate of officers as follows: John Rebman, Chairman; Larry Derr, Vice Chairman; Chris Metzler, Treasurer; Steve Weems, Secretary; Paul Ruffini, Assistant Secretary/Treasurer. A nomination was made by Mr. Weems and a second by Mr. Ruffini to nominate the above listed slate of officers. A **MOTION** was made by Mr. Metzler and a second by Mr. Weems that the nominations be closed; motion carried. A **MOTION** was made by Mr. Metzler and a second by Mr. Derr to approve the above stated slate of officers as presented; motion carried. Mr. Ardini then turned the meeting over to Mr. Derr.

Appointment of Official Representatives.

Vice-Chairman Derr noted the current slate of representatives:

Solicitor: Barley Snyder, LLC.

Auditor: Trout, Ebersole & Groff

Trustee: Fulton Financial Advisors

Depository: Northwest Bank

A **MOTION** was made by Mr. Weems and a second by Mr. Metzler to reappoint the representatives as noted above for the 2020 calendar year; motion carried.

A **MOTION** was made by Mr. Weems and a second by Mr. Metzler to reappoint ARRO Consulting, Inc. for the calendar year 2020 to serve as the representative on behalf of Mount Joy Borough Authority for engineer services; motion carried with Mr. Ruffini abstaining.

Consulting Engineer Report

Mr. Warfel provided an update on the South Jacob Street Water Treatment Plant progress. Mr. Warfel noted that there has been no onsite work the last couple weeks. Mr. Warfel stated that a phone conference took place today to discuss ongoing concerns regarding punch-list items as well as close out documents, as-built plans and the survey report. Mr. Warfel noted that they will be on-site Thursday to discuss the remedy to the flooring.

Mr. Warfel presented a tabulation sheet of the bids that were submitted for the Lumber Street Tank Rehabilitation Project. Mr. Warfel noted that a recommendation letter will be provided by the next meeting after all the bids have been thoroughly reviewed and meet specifications.

Authority Manager Report

Mr. Ardini stated that he is working on completing the 2019 PA DEP Act 110 water loss report and noted the report shows 14% loss. PA DEP requirements are 20% or lower.

Mr. Ardini noted that SRBC was present today to conduct an inspection of which there are no issues to address.

A discussion took place between the Board and staff regarding a request from SR Holdings of Mount Joy to increase the water and sewer allocations due to the increase in truck washing. Mr. Ardini noted that their current usage per quarter averages 633,000 of which their allocation is 833,955 per quarter. Mr. Ardini stated that their current allocation of 833,955 will remain the same.

Mr. Ardini noted that staff will begin pulling together a preliminary budget for the next fiscal year of 2020-2021.

Mr. Ardini stated that staff will be updating the PPC (Preparedness, Prevention and Contingency) and ERP (Emergency Response Plan) Plans for all facilities. Staff hopes to have these completed by the end of the month.

Mr. Ardini informed the Board that he will be working with PPL to establish a ROW agreement for the Holiday Inn as the pole will be located on the Authority's property.

Mr. Ardini stated that ARRO and Authority staff will be working on the Resource Plan to SRBC which is due by the end of January.

Mr. Ardini noted that he authorized ARRO Consulting to move ahead to complete the Chapter 94 Report.

Operation Manager Report

Mr. Kapcsos informed and updated the Authority Board on issues and statuses for the Construction Department:

- Staff completed the installation of the water main on Cedar Lane
 - Bacteriological and hydrostatic testing to take place this week.
 - Encountered an incident with a UGI service pipe; UGI repaired the service line.

Mr. Kapcsos informed and updated the Authority Board on issues and statuses for the Water System:

- Plant operations were normal at both facility's over the Holidays. No callouts were reported.
- Staff repaired a leak on the domestic service line at Carmany Road Water Treatment Plant.
- Staff will be meeting with ARRO and Mr. Ben Movahed from Watek Engineering on Friday to discuss the operations of South Jacob Street plant over the last few months; discussion of the final report to PA DEP will be reviewed as well, this is a requirement per the Authority's current operating permit.

Mr. Kapcsos informed and updated the Authority Board on issues and statues for the Wastewater System:

- Plant operations over the Holiday's were normal. No callouts were reported.
- Amerigreen was in to haul out bio-solids. Staff is also reaching out to farmers; waiting on some responses.
- Staff is currently working on troubleshooting and repairing the thickened sludge pump.
- Staff attended a mandatory pre-bid meeting for the clarifier/thickener rehabilitation project. Bid opening is January 10th.

Mr. Kapcsos informed and updated the Board on other related topics:

- Staff will be performing the year end review of permitted accounts that have exceeded their capacity allocation. All these accounts, as in previous years, would have received letters halfway into the year making them aware of the exceedance of their allocation. There were 19 accounts of which some had leaks to justify the overage.
- Staff has been reviewing information that was received regarding new residential water meter and reading equipment. Mr. Kapcsos noted that he would be giving a presentation at the next Board meeting.

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. Derr to approve the December 3, 2019 meeting minutes as presented; motion carried.

Unfinished Business

The Authority Board and staff discussed drafting a composite site agreement with the Borough. Mr. Kapcsos mentioned the Borough has applied and received a grant for composite funding. Staff was directed to obtain a copy of the grant for our records as the Authority is the owner of the land.

New Business

A **MOTION** was made by Mr. Metzler and a second by Mr. Weems to approve Resolution No. 1-20 for approving the schedule of fees and charges for water and sewer services; 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. Weems and a second by Mr. Metzler to approve the attached Requisition No. 17 as follows: \$90,218.76 for the Water Operating Fund and \$89,524.46 for the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Weems to approve the attached Requisition No. WBRI 20-1 in the amount of \$15,448.16 from the Water Bond Redemption and Improvement Fund; motion carried.

A **MOTION** was made by Mr. Weems and a second by Mr. Metzler to approve the attached Requisition No. SBRI 20-1 in the amount of \$2,963.12 from the Sewer Bond Redemption and Improvement Fund; motion carried.

Adjournment

There being no further business, a **MOTION** was made by Mr. Metzler and seconded by Mr. Weems to adjourn; motion carried, and the meeting adjourned at 5:45 PM.

Respectfully submitted,

Steven M. Weems
Secretary