

Mount Joy Borough Authority
Pre-Authority Meeting
June 18, 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 Vice-Chairman Derr, Mr. Ruffini, and Mr. Melhorn. Also, present were Angie Fenicle, Scott Kapcsos, and Zach Dennis and Mike Davis from Barley Snyder. Mr. Rebman and Mr. Metzler were absent. Vice-Chairman Derr called the meeting to order at 4 PM.

Public Input Period

There was no one present from the public.

Consulting Engineer Report

ARRO Consulting provided a written report.

Administrative Assistant Report

Mrs. Edgell provided a written report and highlighted the following: Mrs. Edgell stated that the current arrears balance is \$102,000 and noted that approximately 130 reminder notices were mailed to customers that missed payment for their April invoices. Mrs. Edgell also stated that 80 owner occupied termination notices were mailed and posted totaling \$33,385 of which \$27,226 was collected and one customer was terminated. Mrs. Edgell noted that five lien notices were sent to rental property owners of which three have paid in full to date. Mrs. Edgell stated that there are 68 customers that are either on a current payment plan, are terminated, have a lien or some other unique situation which equals to an outstanding balance of approximately \$56,980.

Authority Manager Report

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

Mr. Kapcsos provided an update on the SRBC Well #3 Docket Renewal: Mr. Kapcsos stated that SRBC provided final, signed Dockets for Well 3 and Wells 1 & 2 updates; a detailed email was sent to the Commission outlining the current and future schedule of preparing Well 3 and the South Jacob Street Water Plant back into operation.

Mr. Kapcsos provided an update on the South Jacob Street Water Plant Start-Up: Mr. Kapcsos stated that Authority staff has continued to communicate with PA DEP regarding the issuance of a final Operation Permit for the water plant.

Mr. Kapcsos provided an update on the Rapho Industrial Park Sewer Line Installation: Mr. Kapcsos informed the Board that three of the five properties have applied and submitted payment to connect to the sewer system; there are two remaining properties.

Mr. Kapcsos informed the Board that Authority staff met with PA DEP to discuss and plan out a mock emergency scenario at the Carmany Road Water Treatment Plant; the mock emergency will take place on July 17th.

Mr. Kapcsos informed the Board that Authority management staff attended a luncheon event hosted by World Kinect, a company that the Authority has used for many years as our energy broker for our energy supplier.

Mr. Kapcsos informed the Board that updates to the commercial and industrial waste applications have been completed; staff will be meeting to discuss the next steps of providing them to the existing customers.

Mr. Kapcsos informed the Board that the Authority / Borough Safety Committee engaged in conversations with the Director of the Lancaster County Public Safety Training Center to train and certify all staff on confined space entry; the training will be held in two sessions with the first session scheduled for August 7th. Mr. Kapcsos stated that this is part of the AIPP plan document for the Worker's Compensation Insurance.

Mr. Kapcsos informed the Board that in conjunction with Borough staff and a grant that was received from Susquehanna Municipal Trust, new First Aid kits were purchased for all Authority owned vehicles as well as all the treatment plants.

Assistant Authority Manager

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

Mr. Dennis Provided an update on the South Jacob Street Water Plant Start-Up: Mr. Dennis stated that Authority staff continue to work through an extensive list of tasks required to resume plant operations which included the replacement of the submersible pump that supplies the raw water to the monitoring panel and performed a manual air hold test procedure to determine if the membrane filters would perform as expected and was successful.

Mr. Dennis informed the Board that Mr. David Gross from Tank Inspection Services was present to touch up a small areas inside the hydropillar water tank.

Mr. Dennis informed the Board the Authority staff drained and pressure washed the UV tank at the wastewater treatment plant.

Mr. Dennis informed the Board that Authority staff met with Mr. John Laidley of Kappe Associates to discuss operation and optimization of the denitrification sand filters at the wastewater treatment plant.

Mr. Dennis informed the Board that Authority staff worked with ARRO Consulting to revise and update the water and sewer atlases that are kept electronically and in vehicles.

Mr. Dennis informed the Board that Authority staff has paved several patches throughout the distribution and collection systems from previous excavations.

Mr. Dennis informed the Board that Authority staff has removed a section of cast iron pipe that supplies a hydrant on Mount Joy Street at North Jacob Street.

Mr. Dennis provided an update on the sink hole in Rapho Township on Strickler Road: Mr. Dennis stated that in partnership with Rapho Township and with assistance from CH&N, repairs to the sinkhole were completed. Mr. Dennis noted that Authority staff televised the sewer main after completion of which an additional sag was noted further downstream; repairs to this section of pipe were also completed.

Business Manager Report

Mrs. Fenicle informed the Board that the Audit did start this week.

Minutes of the Previous Meeting

A **MOTION** was made by Mr. Melhorn and a second by Mr. Ruffini to approve the May 21, 2024, meeting minutes as presented; motion carried.

Unfinished Business

There was no unfinished business to discuss.

New Business

A **MOTION** was made by Mr. Melhorn and a second by Mr. Ruffini to approve Resolution No. 11-24 to enter into a Deed of Dedication for the Conveyance of Interest in Utility Facilities to serve Good Country Properties, LLC and to maintain the letter of credit of 15% of construction cost for 18 months as recommended by ARRO Consulting's letter dated June 14, 2024; motion carried.

Any Other Matter Proper to Come before the Authority

Mr. Kapcsos provided an update of the Ad Hoc Building Committee: Mr. Kapcsos informed the Board that the bid opening is scheduled for June 25th.

Authorization to Pay Bills

A **MOTION** was made by Mr. Ruffini and a second by Mr. Melhorn to approve the attached Requisition No. 4 as follows: \$70,729.10 for the Water Operating Fund and \$66,593.92 for the Sewer Operating Fund; motion carried.

Adjournment

There being no further business, a **MOTION** was made by Mr. Ruffini and seconded by Mr. M to adjourn. Motion carried and the meeting adjourned at 4:48 PM.

Respectfully submitted,

J. Michael Melhorn
Secretary