

Mount Joy Borough Authority  
Pre-Authority  
June 20, 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 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.

**Consulting Engineer Report**

Mr. Dennis was not present at the meeting, therefore, provided a written report.

Mr. Kapcsos reported that a will serve letter was issued to Jura Hospitality and Red Rose Midstrem.

Mr. Kapcsos reported that there was a meeting for a possible restaurant at 400 East Main Street.

**Interim Manager Report**

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

Mr. Kapcsos provided an update on the American Legion water main project: Mr. Kapcsos stated that the project is moving along smoothly and approximately 300 feet of pipe has been installed to date.

Mr. Kapcsos stated that the fully executed agreement from Amerigreen for bio-solids hauling was received.

Mr. Kapcsos informed the Board that three staff members took PA DEP certification exams and have passed.

- Paisun Harris will now be eligible to apply for his operator's license.
- Roderick Frey now only needs one additional subclass to be able to apply for his operator's license.
- Chris Morton now has all subclasses needed to operate both water treatment plants.

Mr. Kapcsos informed the Board that Authority administration staff met with Mr. Jim Zink to review his retirement plans for 2024.

Mr. Kapcsos informed the Board that the CCR report will be mailed on June 21<sup>st</sup>.

Mr. Kapcsos provided an update on the vacant employment positions: Mr. Kapcsos noted that both positions, Assistant Authority Manager and Chief Water Plant Operator were posted in house, and on Indeed and LNP websites; there were two applications received for the Assistant Authority Manager position.

Mr. Kapcsos informed the Board that PA DEP declares Statewide Drought Watch.

Mr. Kapcsos informed the Board that the Authority was contacted by SRBC regarding Well #3, proposing options to be considered to relieve some restrictions that are in place for the Authority to be able to run the South Jacob Street Water Plant. Mr. Kapcsos noted that SRBC is to provide these suggestions in writing, and he will have ARRO Consulting attend a meeting to present.

**Business Manager Report**

Mrs. Fenicle provided an update on the Defined Pension Plan mortality table that is suggested by the Authority's Actuary, DB&Z, Inc. Mrs. Fenicle noted that the main purpose of aligning the actuarial assumptions with plan experience is to avoid large gains and losses each year. The Authority Board authorized Authority staff to move forward with the suggested changes.

### **Minutes of the Previous Meeting**

A **MOTION** was made by Mr. Melhorn and a second by Mr. Derr to approve the May 17, 2023, meeting minutes as presented; motion carried.

### **Unfinished Business**

Mr. Kapcsos informed the Board that the Authority was contacted by Mr. Greg Kile to discuss the Rapho Township East and Mount Joy Borough Authority Agreement regarding the allocation remaining within their allocation. Mr. Kapcsos noted that the agreement is due to expire April 2024.

### **New Business**

A **MOTION** was made by Mr. Derr and a second by Mr. Ruffini to approve Resolution No. 7-23 to authorize a vehicle purchase from Whitmoyer Ford, Inc. and authorize Mr. Scott Kapcsos to sign all documents on behalf of the Authority; 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. Melhorn and a second by Mr. Metzler to approve the attached Requisition No. 4 as follows: \$57,223.53 for the Water Operating Fund and \$64,827.25 for the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Metzler to approve Requisition No. SBRI 23-7 from the Sewer Bond Redemption and Improvement Fund in the amount of \$2,873.27; motion carried.

### **Executive Session**

The Authority Board entered an executive session to discuss a personnel matter at 4:57 PM. A **MOTION** was made by Mr. Metzler and a second by Mr. Melhorn to reconvene the public meeting at 5:15 PM; motion carried. A **MOTION** was made by Mr. Derr and a second by Mr. Melhorn to appoint Mr. Scott Kapcsos to Authority Manager; motion carried. A **MOTION** was made by Mr. Melhorn and a second by Mr. Metzler to adjust salary for Business Manager, Angie Fenicle and Administrative Assistant, Lindsey Edgell on a recommendation presented by the Authority Manager; 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 5:32 PM.

Respectfully submitted,

J. Michael Melhorn  
Secretary