

Mount Joy Borough Authority  
Regular Monthly Meeting  
June 6, 2023  
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. Metzler, Mr. Ruffini and Mr. Melhorn. Also present were Angie Fenicle and Scott Kapcsos and Mr. Davis from Barley Snyder. Chairman Rebman called the meeting to order at 4:00 PM.

Mr. Rebman noted that the Authority Board held executive sessions on May 25<sup>th</sup> and May 30<sup>th</sup> to discuss personnel matters.

**Public Input Period**

No one from the public was present.

**Interim Authority Manager Report**

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

Mr. Kapcsos informed the Board that PA DEP has concluded the FPPE inspection at Carmany Road Water Plant on May 23<sup>rd</sup> and 24<sup>th</sup>. Mr. Kapcsos noted that an exit meeting will be scheduled with the Authority within the next six weeks.

Mr. Kapcsos informed the Board that the WETT testing was completed the week of April 24<sup>th</sup> and received passing results.

Mr. Kapcsos informed the Board that three staff members took their PA DEP certification exams on May 24<sup>th</sup> and are waiting on the results.

Mr. Kapcsos informed the Board that a water main tap was completed at 30 North Jacob Street and during that process, the existing water main was leaking. Mr. Kapcsos stated that after further investigation, he would like to propose replacing the old cast iron pipe of approximately 400-500 feet which will be completed by Authority staff, potentially this fall. Mr. Kapcsos noted that this is one of the oldest areas in water system. The Authority Board has agreed, and the project will move forward as work schedules allow.

Mr. Kapcsos informed the Board that the annual CCR report is currently being updated and will be sent to the printer this week.

Mr. Kapcsos informed the Board that Dyna Tech is scheduled to perform preventative maintenance service on all the generators on June 6<sup>th</sup>.

Mr. Kapcsos discussed purchasing a new vehicle as budgeted within the capital improvements plan. Mr. Kapcsos stated that he received quotes for two vehicles and suggested transferring the administration staff vehicle to the sewer plant unit #13 of which the current unit #13 vehicle will be traded in. A **MOTION** was made by Mr. Metzler and a second by Mr. Ruffini to pursue the purchase of a new vehicle in an amount not to exceed \$40,000; motion carried.

**Business Manager Report**

Mrs. Fenicle informed the Board that Dunbar Bender & Zaph (DB&Z) has finished their review of the bi-annual actuary report and GASB report and suggests that the Authority update the mortality table. Mrs. Fenicle reported that she has sent this information to Mr. Stacy Heistand from Asset Strategy for review prior to making a recommendation to the Board.

**Minutes of the Previous Meeting**

A **MOTION** was made by Mr. Derr and a second by Mr. Metzler to approve the May 2, 2023, meeting minutes as presented; motion carried.

### **Unfinished Business**

There was no unfinished to discuss.

### **New Business**

Mr. Kapcsos informed the Board that Mr. Josh Deering on behalf of the Mount Joy American Legion contacted the Authority inquiring if the Authority would donate 26,000 gallons of water for the dog jumping event to be held on August 18<sup>th</sup>. After a brief discussion, a decision was made to charge for the water usage and not charge for the rental of the water metering equipment.

### **Any Other Matter Proper to Come Before the Authority**

Mr. Kapcsos informed the Board that the Authority was contacted by the Milanof-Schock Library with interest in having the Authority attend their lunch bunch event and demonstrating the functions of the combination truck on August 1<sup>st</sup>. The Authority Board approved Authority staff to participate in the event.

### **Authorization to Pay Bills**

A **MOTION** was made by Mr. Metzler and a second by Mr. Ruffini to approve the attached Requisition No. 3 as follows: \$80,946.40 for the Water Operating Fund and \$121,167.58 for the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Ruffini to approve the attached Requisition No. WBRI 23-7 from the Water Bond Redemption and Improvement Fund in the amount of \$458.50; motion carried.

A **MOTION** was made by Mr. Melhorn and a second by Mr. Ruffini to approve the attached Requisition No. SBRI 23-6 from the Sewer Bond Redemption and Improvement Fund in the amount of \$17,287.47; motion carried.

### **Executive Session**

The Authority Board entered an executive session to discuss a personnel matter at 4:37 PM. A **MOTION** was made by Mr. Derr and a second by Mr. Metzler to reconvene the public meeting at 5:19 PM; motion carried. A **MOTION** was made by Mr. Ruffini and a second by Mr. Derr to increase Mr. Kapcsos salary to \$90,000 effective June 5<sup>th</sup>; 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 5:20 PM.

Respectfully submitted,

J. Michael Melhorn  
Secretary