

Mount Joy Borough Authority
Regular Monthly Meeting
March 5, 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 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.

Authority Manager Report

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

Mr. Kapcsos informed the Board that Authority staff repaired a six-inch watermain break in the 400 block of Mount Joy Street.

Mr. Kapcsos informed the Board that Authority staff provided oversight on two water service line breaks at the Donegal Junior High School.

Mr. Kapcsos provided an update on the Western Star Dump Truck: Mr. Kapcsos noted that the quotes have been signed and submitted; delivery is expected to arrive late in the fourth quarter of 2024.

Mr. Kapcsos informed the Board that CH&N will be on site next week to excavate the sewer lateral in front of 323 Marietta Avenue.

Mr. Kapcsos informed the Board that the first quarters meters readings are complete, and staff is working on downloading the files and establishing work orders.

Mr. Kapcsos informed the Board that Authority staff continues to work with ARRO Consulting to complete the annual Chapter 94 report.

Mr. Kapcsos informed the Board that Authority staff performed the first quarter biosolids testing.

Mr. Kapcsos informed the Board that the motor for the headworks at the wastewater treatment plant malfunctioned and needs to be replaced; a new motor was ordered.

Mr. Kapcsos informed the Board that he authorized ARRO Consulting to review the Authority's industrial waste surcharge rates; these rates have not been reviewed since 2009.

Mr. Kapcsos informed the Board that two customers who have exceeded their allocation permits were given a onetime forgiveness and voided their invoices as evidenced was provided as there were leaks and plumbing issues within their facilities.

Mr. Kapcsos informed the Board that Authority staff has provided final revisions to ARRO Consulting for the wall maps; final prints will be available soon.

Mr. Kapcsos provided an update on the current Charles Springs Monitoring Requirements: Mr. Kapcsos stated that ARRO Consulting submitted a new plan to SRBC for new monitoring equipment; the Authority is currently awaiting their review and approval.

Mr. Kapcsos provided updates on various reporting requirements: Mr. Kapcsos stated that the water resource plan is completed and was submitted to SRBC today. Mr. Kapcsos stated that the Act 110 report is complete, however; waiting on the finalization of the wall map that needs to be sent with report. Mr. Kapcsos stated that Authority staff has started the CCR report.

Mr. Kapcsos provided an update on the Construction Department Shop Building: Mr. Kapcsos informed the Board that a structural engineer from ARRO Consulting, and Electrical Engineer from Keystone Engineering, and Authority

staff met on site to review the current condition of the building and the proposed changes within the building. Mr. Kapcsos also noted that the Authority's and Borough's solicitor has had conversations in regards to the agreement for the building.

Mr. Kapcsos provided an update on the COVID-19 ARPA H2o PA Grants:

- Dystor Rehabilitation Project: Mr. Kapcsos stated that the Authority received front end documents from ARRO Consulting, and we will be utilizing Costars for the bidding process.

Mr. Kapcsos provided an update on the Chiques Crossing Development: Mr. Kapcsos stated that the developer submitted and amendment to the conditional use application.

Mr. Kapcsos provided an update of the RTE Buyback Agreement: Mr. Kapcsos stated that the Authority's Solicitor drafted the EDU Buyback Agreement and has submitted it to RTE's counsel for review.

Mr. Kapcsos provided an update on the water meter replacement project: Mr. Kapcsos stated that of the 236 letters sent, 233 customers have scheduled appointments and 204 meters have been installed of the 233 customers.

Business Manager Report

Mrs. Fenicle informed the Board that the March 20th meeting date was submitted to LNP and will be published on March 6th.

Mrs. Fenicle disbursed and discussed year-to-date budget sheets.

Minutes of the Previous Meeting

A **MOTION** was made by Mr. Metzler and a second by Mr. Ruffini to approve the February 6, 2024, meeting minutes as presented; motion carried.

Unfinished Business

Mr. Kapcsos provided an update of the Building Ad-Hoc Committee meeting for the proposed administration building: Mr. Kapcsos noted that the building committee decided on the security company. Mr. Kapcsos also noted that within the next week, a meeting will be held to discuss interior details.

New Business

A **MOTION** was made by Mr. Metzler and a second by Mr. Melhorn to approve the Employee Handbook Addendum pertaining to Medicare Eligible Employees / Spouses and Medical/Dental/Vision/Hearing/Prescription Insurance; motion carried.

Any Other Matter Proper to Come before the Authority

Mr. Rebman asked Mr. Kapcsos what Mr. Mark Pugliese was referring to regarding the expansion of the compost site. Mr. Kapcsos replied noting that there are dirt piles on the site that the Borough would like to have removed to expand the site area, and they are looking to see if grant funding is available to do so.

Mr. Kapcsos asked the Board if there was interest from any Board member to attend the PMAA Board member training seminar; Mr. Rebman and Scott Kapcsos will be attending.

Authorization to Pay Bills

A **MOTION** was made by Mr. Metzler and a second by Mr. Ruffini to approve the attached Requisition No. 19 as follows: \$83,311.07 for the Water Operating Fund and \$120,318.06 for the Sewer Operating Fund; motion carried.

Executive Session

A **MOTION** was made by Mr. Metzler and a second by Mr. Melhorn to enter executive session to discuss a personnel matter at 4:56 PM; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Ruffini to reconvene the public meeting at 5:53 PM; motion carried.

Adjournment

There being no further business, a **MOTION** was made by Mr. Melhorn and seconded by Mr. Derr to adjourn. Motion carried and the meeting adjourned at 5:54 PM.

Respectfully submitted,

J. Michael Melhorn
Secretary