

Mount Joy Borough Authority Meeting Agenda 4:00 PM, March 7, 2017

- 1. Call to Order
- 2. Pledge of Allegiance
- 3. Roll Call Mr. Rebman, Mr. Derr, Mr. Golicher, Mr. Hamm and Mr. Metzler.
- 4. Public Input Period Hearing of any citizen within the service area.
- 5. Reports
 - A. Authority Manager
 - B. Assistant Authority Manager
 - C. Business Manager
- 6. Approval of the Minutes Approval of the minutes from February 7, 2017.
- 7. Unfinished Business:

A.

8. New Business:

A.

9. Any other matter proper to come before the Authority

A.

- 10. Authorization to pay bills
 - A. Consider approval of Requisition No. 21 for the Water Operating Fund in the amount of \$61,416.75 and Sewer Operating Fund in the amount of \$78,548.68
 - B. Consider approval of Requisition No. WBRI 17-05 from the Water Bond Redemption and Improvement Fund in the amount of \$8,697.25.
 - C. Consider approval of Requisition No. 3 from the 2016 Construction Fund in the amount of \$9,175.75.
- 11. Meetings and dates of importance

A. Tuesday, March 14, 2017
 B. Tuesday, March 21, 2017
 C. Wednesday, March 22, 2017
 D. Tuesday, April 4, 2017
 Liaison Committee Meeting – 4PM
 Finance Committee Meeting – 5PM
 Regular Authority Meeting – 4PM

12. Adjournment

If you are a person that requires accommodations to participate, please contact Borough staff to discuss how we may best accommodate your needs.

Mount Joy Borough Authority Regular Monthly Meeting February 7, 2017 Minutes

The Mount Joy Borough Authority held its regular meeting on this date in Council Chambers of the Borough Offices Building. Present were Chairman Rebman, Mr. Derr, and Mr. Metzler. Also present were Angie Fenicle, John Leaman, Joe Ardini and Mike Davis from Barley Snyder. Mr. Golicher and Mr. Hamm were absent. Chairman Rebman called the meeting to order at 4:00 PM.

Public Input Period

There was no one present from the public.

Authority Manager Report

Mr. Leaman provided an update on Well 3 docket modification: Mr. Leaman stated that he and Mr. Ardini attended the SRBC public hearing for the Authority's docket modification application. The Authority received verification from SRBC that the application is considered administratively complete and is under technical review.

Mr. Leaman stated that the annual progress report for SRBC pertaining to the Water Resource Plan was completed and submitted at the end of January.

Mr. Leaman stated that the Authority received notice from the EPA noting that in 2018 the testing and submission of results for the fourth round of unregulated contaminated monitoring rule will be required. Mr. Leaman noted that there are at least 30 unregulatory contaminants that are tested every five years. Mr. Leaman noted that he is unsure which party will be responsible of the cost to perform the testing.

Mr. Leaman provided an update on Well 4: Mr. Leaman reviewed with the Board the test well evaluations report provided by ARRO Consulting. Mr. Leaman stated that based on the evaluations, ARRO is recommending that the Authority move ahead and perform an abbreviated step test to well 2 and abandoned well 1. Mr. Leaman proceeded by noting the abbreviated pump test will consist of installing a pump in well 2 and pumping the well at various rates for an eight hour time period. The intent of the abbreviated pump test is to estimate a potential yield from the well. Mr. Leaman stated that the outcome of this test will show the Authority if the well has the potential to be a potable water supply to meet the long-term future water supply demands. A MOTION was made by Mr. Metzler and a second by Mr. Derr to authorized Kohl Bros to perform the abbreviated pump test to well 1 at a cost of \$12,800; motion carried. Mr. Leaman also mentioned to the Board the he received a phone call from Mr. Mann letting the Authority know that they are moving forward with land development plans for their property.

Mr. Leaman gave an update on the South Jacob Street Water Plant (New Water Plant):

- The project was publicly advertised twice during the week of January 16th.
- The Storm Water Management Agreement has been completed and will be presented for signatures to the Borough and Authority.
- Mandatory pre-bid meeting is scheduled for Monday, February 6th at 10AM at the administration office.
- To date, 11 companies that would be considered General Contractors have purchased plans.

Mr. Leaman informed the Board that the dehumidification replacement unit for Carmany Road Water Plant has been installed.

Mr. Leaman stated that the Borough and Authority will be holding a follow up health care meeting on February 17th for the employees and Highmark and Benecon will be present. The meeting will also be open for employee spouse's to attend if they desire.

Mr. Leaman stated that there was a meeting today to discuss the Rapho Industrial Park sewer project. The meeting consisted of representatives from Rapho Township (RT), Rapho Associates, Rapho Triangle East Developers (RTE), Elm Tree Developers and the Authority. Mr. Leaman stated that Horst Realty has proposed a plan to install an all gravity sewer system that will flow into Elm Tree Development. Mr. Leaman stated that all parties are to discuss what was proposed and report back at the February 21st meeting and share their options.

Mr. Leaman stated that Authority and Borough staff met to review and discuss the Borough's Marietta Avenue Storm Water Improvement Project. Mr. Leaman stated the plans showed the curb and sidewalk over the water main. Mr. Leaman stated that Authority staff has asked the Borough to review the plans and move back.

Mr. Leaman stated that he received an email from a student from Elizabethtown School District requesting samples of wastewater from the treatment plant for a science fair project. Mr. Leaman stated that she has also reached out to five other Authorities' and has replied with some questions and currently is waiting a response.

Mr. Leaman informed the Board the Miabach has reached out to the Authority to discuss the capacity invoice that was received. Mr. Leaman noted that the incorrect usage was given when this program was established and that was adjusted. Mr. Leaman stated that the invoice was retracted based on this information.

Mr. Leaman informed the Board that he had multiple conversations with Melhorn Trucking's attorney regarding their capacity invoice they have received. Their attorney will discuss with Mr. Melhorn and will be in touch with the Authority.

Assistant Authority Manager Report

Mr. Ardini informed the Board that Heisey Mechanical started the installation of the stainless steel mechanism on the primary clarifier #1. This was a budget item through the capital plan.

Mr. Ardini provided an update on the sewer lining project on Chestnut Street and Marietta Avenue: Mr. Ardini stated that Abel Recon completed the lining on Chestnut Street. Abel was to also line a section of sewer main on Marietta Avenue, however is unable to accomplish due to an offset in the sewer line. Mr. Ardini stated that a 25 foot section of sewer main needs to be replaced. Mr. Ardini presented a quote he received from Kinsley Construction for the project not to exceed \$14,400. Mr. Ardini stated that when the repairs are completed, Abel Recon will reschedule to finish the remaining of the lining. A **MOTION** was made by Mr. Metzler and a second by Mr. Derr to authorize Kinsley Construction to replace a 25 foot section of sewer main in the amount and not to exceed \$14,400; motion carried.

Mr. Ardini informed the Board that the commercial water meter replacements are almost completed. There are 13 accounts remaining.

Mr. Ardini stated that staff has completed and submitted the SRBC unaccounted water report for 2016. Mr. Ardini noted that the unaccounted for water decreased by 7.3% from 2015.

Mr. Ardini stated that staff is currently working on the sampling plan for the LT2 testing. The testing will be conducted during 2017 and will consist of monthly sampling for two years.

Mr. Ardini informed the Board that a new turbidity meter failed for well 2. Another meter was ordered and will cost approximately \$1,600.

Mr. Ardini stated that the construction department has started working on preliminary work for the water lines on New Haven Street which is on the capital improvement plan.

Mr. Ardini informed the Board that staff will be working with ARRO to update the atlases and books to bring them to current standings.

Business Manager Report

Mrs. Fenicle had nothing to report.

Minutes of the Previous Meeting

A MOTION was made by Mr. Derr and a second by Mr. Metzler to approve the January 3, 2017 meeting minutes as presented; motion carried.

Unfinished Business

There was no unfinished business to discuss.

New Business

Mr. Ardini discussed with the Board a proposal for 977 West Main Street water main. Mr. Ardini stated that the water main is approximately 70 to 80 years old. Mr. Ardini proposed to the Board to partner with the property owner for the replacement. Mr. Ardini stated that he would propose for the property owner to incur the cost of the materials and flaggers while the Authority will install the water main. Mr. Ardini stated that the Authority will also benefit from the project because a new 8" water main will be installed and the property owner will have adequate fire protection. A MOTION was made by Mr. Derr and a second by Mr. Metzler to authorize Mr. Ardini to propose a partnership for the replacement of the water main and upon the response of the property owner, authorize Mr. Davis to draw up an agreement for said project; 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. Derr and a second by Mr. Metzler to approve the attached Requisition No. 19 as follows: \$70,853.60 for the Water Operating Fund and \$81,844.16 for the Sewer Operating Fund; motion carried.

A MOTION was made by Mr. Derr and a second by Mr. Metzler to approve the attached Requisition No. WBRI 17-3 in the amount of \$80,099.22 from the Water Bond Redemption and Improvement Fund; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Derr to approve the attached Requisition No. SBRI-17-2 in the amount of \$22,452.00 from the Sewer Bond Redemption and Improvement Fund; motion carried.

A MOTION was made by Mr. Derr and a second by Mr. Metzler to approve the attached Requisition No. 2 in the amount of \$14,749.70 from the 2016 Construction Fund; motion carried.

Adjournment

There being no further business, a MOTION was made by Mr. Derr and seconded by Mr. Metzler to adjourn; motion carried and the meeting adjourned at 5:04 PM.

Respectfully submitted,

Christopher E. Metzler Assistant Secretary



MOUNT JOY BOROUGH AUTHORITY P.O. BOX 25 MOUNT JOY, PA 17552

INCORPORATED 1948

WATER OPERATING REQUISITION NO.:

21

	DATE:		March	7, 2017	
Fulton Bank, National Association P.O. Box 4887					
Lancaster, PA 17604					
Gentlemen:					
You are hereby requested to make a disburdated May 1, 1993, between the Mount Joy Borough Auset forth on the succeeding page.					
We certify that the amounts listed on the sun as been incurred for the purpose set forth in Article withdrawn are in compliance with the provisions of sai	VI, Section 6.01 and 6		•		
	OL TNUOM	Y BOR	OUGH AUTHORI	ΤΥ	
	-	TREAS	SURER		-):
ARRO CONSULTING, INC., Consulting Engin HEREBY APPROVE this requisition, and CERTIFIES that equisitioned during the current fiscal year, do not exc Authority as provided for in Section 9.07 of the Trust In	the aggregate of the seed the amount of th	amou	nts regisitioned,	, plus those	e previously
	ARRO	CONS	ULTING, INC.		
	CONS	SULTIN	G ENGINEER		_
AMOUNT OF PREVIOUS REQUISITION	DNS:	\$	1,023,620.78	-	
TOTAL AMOUNT OF THIS REQUISIT	ON:	\$ e	17,049.37 44,367.38	-	Acct. 965421
		\$	61,416.75		Acct. 414220
TOTAL AMOUNT REQUISITIONED TO	D DATE:	\$	1,085,037.53	-	
TOTAL CURRENT FISCAL YEAR APPR	ROVED BUDGET:	\$	2,295,893.00	•	

Payroll Journal Entry Payroll # 4

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(Pay closest to 1st Tuesday)	
6,915.59 Barry, Kling, Zach 4,021.09 Scott, Jim, Jason, Bret, Larry (Split) 1,551.60 John (Split) 1,431.43 Joe (Split) 985.98 Angie (Split) 820.00 Lindsey (Split) - Members paid per month (Split) 1,265.77 Split 57.91 Split	
\$ 6,915.59 \$ 4,021.09 \$ 1,551.60 \$ 1,431.43 \$ 985.98 \$ 820.00 \$ 1,265.77 \$ 57.91	
Mater Wages Construction Crew Wages Authority Manager Dperations Manager Business Manager Administrative Assistant Soard Members Employer Taxes ADP Invoice	
06.448.702 06.449.752 06.400.782 06.400.784 06.400.785 06.400.785 06.400.785	
Debit	

Water Operating Fund Check Register

Check #	Check Date	Vendor	Amount	Inv/Stmt	Description	Check Amount
27,097	03/07/2017	ALS GROUP USA, CORP.	473.80	40-2137250	TESTING	473.80
27,098	03/07/2017	ALS GROUP USA, CORP. AMS	63.25	63197	MARCH BILLING CONTRACT	63.25
27,099	03/07/2017	ARRO CONSULTING, INC.	1,569.67	0037782	MARIETTA AVE ENG SERVICES	1.569.67
27,100	03/07/2017	BARLEY SNYDER, LLP	3,177.50	70046713	LEGAL SERVICES	3,177.50
27,101	03/07/2017	BOROUGH OF MOUNT JOY CENTURYLINK	3,945.93	7-17	MONTHLY REIM/LEGAL SERVIC	3,945.93
27,102	03/07/2017	CENTURYLINK	169.65		PHONE	169.65
27 103	03/07/2017	EASTEDN SALT COMPANY INC	2 052 02	THUNGETOR	CALT	2 062 02
27.104	03/07/2017	EXETER SUPPLY COMPANY, INC.	595.81	327537	WATER SERVICE REPAIRS	595.81
27,105	03/07/2017	GUTTMAN ENERGY. INC.	120.68	0049695189	FUEL	120.68
27,106	03/07/2017	HEART OF LANCASTER REGIONAL ME	14.43	8476660CC2	DRUG TESTING	14.43
27.107	03/07/2017	EXETER SUPPLY COMPANY, INC. GUTTMAN ENERGY, INC. HEART OF LANCASTER REGIONAL ME HIGHMARK, INC. HOME DEPOT HVAC DISTRIBUTORS, INC. IIC	31.50	A170227261	HSA ADMIN FEES	31.50
27,108	03/07/2017	HOME DEPOT	369.84	2412716	TOOLS / RAPHO TANK MAINT	369.84
27,109	03/07/2017	HVAC DISTRIBUTORS, INC.	45.24	\$2467605.0	PLANT MAINT	45.24
27,110	03/07/2017	IIC	17,860.01		MARCH HEALTH INSURANCE	17,860.01
27,111	03/0//201/	INDUSTRIAL PIPING STSTEMS, INC.	//.49	32093264.0	PLANI MAINI	//,49
27,112	03/07/2017	L/B WATER SERVICE. INC. MESSICK'S FARM EQUIPMENT. INC.	455.00	3045905	METER ACCESSORIES	455.00
27,113	03/07/2017	MESSICK'S FARM EQUIPMENT, INC.	48.26	IN23408	PLANT MAINT	48.26
27 114	03/07/2017	MIR ACCOULATED	11 505 00	17 0270	DI ANT MAINT/WALVEC	11,595.00
27,115	03/07/2017	OFFICE BASICS, INC. PPL RALPH C. ECKELS III	76.62	I-558985	SUPPLIES	76.62
27,116	03/07/2017	PPL	309.71		ELECTRIC	309.71
27,117	03/07/2017	RALPH C. ECKELS III	19.98		PANT ALLOWANCE	19.98
27,118	03/07/2017	SCHAEDLER YESCO DISTRIBUTION I	433.68	\$4646673.0	PLANT MAINT	433.68
	03/07/2017	STANDARD INSURANCE COMPANY	22.50		MARCH LIFE INS	22 50
	03/07/2017	XO COMMUNICATIONS	28.01	0288772967	LONG DISTANCE PHONE	28.01
		** Report Total **	44.367.38			44,367.38



MOUNT JOY BOROUGH AUTHORITY P.O. BOX 25 MOUNT JOY, PA 17552

INCORPORATED 1948

SEWER OPERATING REQUISITION NO.: 21

	DATE: March 7, 2017
Fulton Bank, National Association	
P.O. Box 4887	
Lancaster, PA 17604	
Gentlemen:	
You are hereby requested to make a disbursement of dated November 15, 1996 (the "Indenture"), between the Moun purpose and in the amounts set forth on the attached Schedule "A	
We certify that (i) the amounts listed on the suc- indebtedness has been incurred for the purpose set forth in p paragraph (a) of Section 6.3 of the Indenture; (ii) the aggreg requisitioned during the current fiscal year, do not exceed the a Authority as provided in Section 9.10 of the Indenture; and (iii) provisions of said Indenture.	gate of the amounts requisitioned, plus those previously amount of the current fiscal year budget approved by the
	MOUNT JOY BOROUGH AUTHORITY
	AUTHORIZED OFFICER
AMOUNT OF PREVIOUS REQUISITIONS:	\$ 1,273,866.22
TOTAL AMOUNT OF THIS REQUISITION:	\$ 19,290.93 Payroll Acct. 965421
	\$ 59,257-75 Expenses Acct. 414212 \$ 78,548.68 Total
	7 70,340.00 Total
TOTAL AMOUNT REQUISITIONED TO DATE:	\$ 1,352,414.90
TOTAL CURRENT FISCAL YEAR APPROVED BUD	DGET: \$ 2,647,925.66

Payroll Journal Entry Payroll # 4

							(Pav closest to 1st Tuesday)			
	9,157.17 Dennis, Gary, Rex. David	Scott, Jim. Jason. Bret. Larry (Split)	John (Split)	Joe (Split)	Angie (Split)	Lindsey (Split)	Members paid per month (Split)	Split	Split	
	9,157.17	4,021.08	1,551.61	1,431.43		820.00	•	1,265.76	57.91	TOTAL \$ 19.290.93
	(A)	₩	₩	ь	69	69	₩	₩	₩	AL S
77	08.429.730 Sewer Wages	08.428.710 Construction Crew Wages	08.400.782 Authority Manager	08.400.783 Operations Manager	Business Manager	Administrative Assistant	08.400.790 Board Members	08.400.804 Employer Taxes	ADP Invoice	TOT
Sewer Fund	08.429.730	08.428.710	08.400.782	08.400.783	08.400.784	08.400.785	08.400.790	08.400.804	08.400.804	
Sew	Debit									

Bus date: 03/07/2017

Sewer Operating Fund Check Register

Check # 0	Check Date	Vendor	Amount	Inv/Stmt	Description	Check Amount
25,778 0	3/07/2017	ALS GROUP USA, CORP.	118.00	40-2134865	TESTING	118.00
25,779 0	3/07/2017	AMS	63.25	63197	MARCH BILLING CONTRACT	63.25
25,780 0	3/07/2017	ARRO CONSULTING, INC.	3,934.26			3,934.26
25,781 0	3/07/2017	BARLEY SNYDER, LLP	3,062.50	70046713	LEGAL SERVICES	3,062.50
25,782 0	3/07/2017	BOROUGH OF MOUNT JOY	3,543.44	7-17	MONTH REIM/LEGAL SERVICES	3.543.44
25,783 0	3/07/2017	CENTURYLINK	600.51		PHONE	600.51
25,784 0	3/07/2017	EXETER SUPPLY COMPANY, INC.	282.99	327536	SEWER MAIN REPAIRS	282.99
	3/07/2017	GUTTMAN ENERGY, INC.	104.00			104.00
25.786 0	3/07/2017	HEART OF LANCASTER REGIONAL ME	14.42	8476660CC2	DRUG TESTING	14.42
25,787 0	3/07/2017	HIGHMARK, INC.	31.50	A170227261	HSA ADMIN FEES	31.50
	3/07/2017	IIC	17,860.00		MARCH HEALTH INS	17,860.00
25,789 0	3/07/2017	L/B WATER SERVICE, INC.	455.00	3045905	METER ACCESSORIES	455.00
25,790 0	3/07/2017	LEFFLER ENERGY	103.65	581611	HEATING OIL	103.65
25,791 0	3/07/2017	MCCRARY ENTERPRISES INC	694.65	3613	HOT LIME HAUL	694.65
-	3/07/2017	MOUNT JOY AUTO PARTS MOUNT JOY SOLAR POWER LLC	73.90	349621	VEHILCE MAINT	73.90
25,793 0	3/07/2017	MOUNT JOY SOLAR POWER LLC	6,402.42	68	MARCH PSA CONTRACT	6,402.42
25,794 0		PATRIOT PROPANE	403.34	612885	PROPANE	403.34
25,795 0		PPL	7.868.10		ELECTRIC	7,868.10
•		RALPH C. ECKELS III	30.00		CDL REIMBURSEMENT	30.00
			19.98		PANT ALLOWANCE	19.98
			1.749.66	Q178430	MARIETTA AVE REPAIRS - ST	1,749.66
		STANDARD INSURANCE COMPANY	22.50		MARCH LIFE INSURANCE	22.50
		SUBURBAN TESTING LABS	189.64	7023306	TESTING	189.64
25,800 0		THE PENNSYLVANIA STATE UNIVERS	401.00	86174	TESTING	401.00
	3/07/2017	UNIVAR USA. INC.	11,201.03	HB839620	CHEMCIALS	11,201.03
25,802 0	3/07/2017	XO COMMUNICATIONS			LONG DISTANCE PHONE	28.01
		** Report Total **	59,257.75			59,257.75

MOUNT JOY BOROUGH AUTHORITY WATER SYSTEM RESOLUTION AND REQUISITION

	WAI	EK SYSY I EWI K	EQUISITION NO.: WBRI 17-5
		Date:	March 7, 2017
	RESOLUTION		
Authority (the "Authority") to Fult Community Bank (the "Prior Truste Bonds, Series of 1993 (the "Trust following payments for authorized or replacements from the Bond Re	e with Article VI, Section 6.06 of the con Bank, National Association (the ce"), as Trustee, dated as of May 1, at Indenture") the Trustee is hereby projects, including either capital acedemption and Improvement Fund owing purposes and in the amounts a	"Trustee"), as s 1993, securing of y authorized a dditions or extr established und	successor to Union National Guaranteed Water Revenue nd requested to make the aordinary repairs, renewals der the aforesaid Indenture
	Purpose of		Amount of this
Payee	Obligation		Requisition
SEE ATTACHED EXHIBIT "A"			\$ 8,697.25
	CERTIFICATE		
	ory hereby certifies that the Resolution orough Authority at a meeting duly be date hereof.		, , ,
THIS CERTIFI	CATE is executed the 7th day o	f <u>March</u> , 2	017.
	(Secreta	ery) (Assistant S	Secretary)
AUTHORITY SEA	AL .		

EXHIBIT "A"

WATER BOND REDEMPTION AND IMPROVEMENT FUND

Payee	Purpose of Obligation	Amount of this Requisition		
Rohrer's Incorporated P.O. Box 365 Lititz, PA 17543-0365	Range Road Project; Invoice Q178431	\$	27.99	
Rohrer's Incorporated P.O. Box 365 Lititz, PA 17543-0365	Range Road Project; Invoice Q178323	\$	42.05	
ARRO Consulting, Inc. 108 West Airport Road Lititz, PA 17543	SRBC Eng Services; Invoice 0037780	\$	5,127.88	
ARRO Consulting, Inc. 108 West Airport Road Lititz, PA 17543	Well #4 Eng Services; Invoice 0037781	\$	2,842.33	
ARRO Consulting, Inc. 108 West Airport Road Lititz, PA 17543	New Haven St. Water Main Replacement Eng Services; Invoice 0037783	\$	657.00	

MOUNT JOY BOROUGH AUTHORITY LANCASTER COUNTY, PENNSYLVANIA WATER SYSTEM

2016 CONSTRUCTION FUND REQUISITION FORM

Requisition	1 No		3	
			S. Salare See	
Date:	March	7.	201	7

Fulton Bank, N.A., as Trustee under the Second Supplemental Trust Indenture to the Original Indenture from Mount Joy Borough Authority, Lancaster, Pennsylvania

Gentlemen:

Pursuant to Section 5.03 of a Trust Indenture dated as of November 3, 2010 and Section 5.01 of the Second Supplemental Trust Indenture, dated as of November 7, 2016, between Mount Joy Borough Authority (the "Authority") and Fulton Bank, N.A. (the "Trustee"), Lancaster, Pennsylvania, as Trustee, you are authorized and directed to make payment from the 2016 Construction Fund created under Section 5.03 of the Indenture and Section 5.01 of the Second Supplemental Trust Indenture as follows:

Payee (Name & Address)	Purpose for Which Obligation was Incurred	Amount To be Paid	Construction Contract (Yes or No)
Barley Snyder LLP 126 East King Street Lancaster, PA 17602	Legal Services for South Jacob Street Water Plant	\$5,075.00	NO
ARRO Consulting 108 W Airport Road Lititz, PA 17543	South Jacob Street Water Plant Engineering Services	\$4,100.75	NO

Total to be paid on this Requisition \$ 9.175.75.