

Mount Joy Borough Authority  
Pre-Authority  
May 18, 2022  
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.

**Authority Manager Report**

Mr. Ardini was not present at the meeting, therefore, provided a written report. Mr. Kapcsos highlighted the following:

Mr. Kapcsos elaborated on the employee position change within the Construction Department. Mr. Kapcsos noted that Mr. Chris Morton has voluntarily asked to be removed from the supervisor position and be moved to a laborer / operator position. Mr. Kapcsos informed the Board that management spoke with Mr. Ryan Storm within the same department who showed interest in the supervisor position and has accepted. This change took effect on May 9, 2022.

Mr. Kapcsos informed the Board that Authority staff has terminated water service and has been dealing with an ongoing matter at 203 Midland Circle due to excessive arrears on their account. Mr. Kapcsos noted that the Authority would receive letters from the owner of which Mr. Ardini replied noting request to be fulfilled prior to re-instating water service. Mr. Kapcsos noted that the Authority will inform Mount Joy Township of the situation as this property is in their jurisdiction.

Mr. Kapcsos informed the Borough that Mr. Zach Dennis turned in his two-week notice on May 9<sup>th</sup> and his last day will be May 20<sup>th</sup>. Mr. Kapcsos noted that the position was posted internally and if no applicants are received, the position will be advertised for outside candidates.

**Operations Manager Report**

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

Mr. Kapcsos provided an update on the Wood Street Water Main Replacement Project: Mr. Kapcsos noted that the project is moving along as scheduled and staff is currently installing the water main between South Market Ave and South Plum Street.

Mr. Kapcsos informed the Board that Authority staff repaired a water main leak in the Rapho Industrial Park. It was noted that this pipe is the only known hard plastic pipe within the water distribution system and was installed in the 1970's. Staff was able to make this repair under normal repair procedures.

Mr. Kapcsos informed the Board that Authority staff is preparing to place the South Jacob Street Water Plant online the week of May 16<sup>th</sup>.

Mr. Kapcsos provided an update on the security measures at Carmany Road Water Plant: Mr. Kapcsos informed the Board that the cameras have been ordered and shipped; Authority staff will work on scheduling the installation.

Mr. Kapcsos informed the Board that Authority staff along with Rapho Township staff repaired a sinkhole along Strickler Road, in front of the Firestone business. Mr. Kapcsos noted that this was an existing sinkhole that was also repaired during the sewer main installation in 2006.

Mr. Kapcsos provided an update on the Kamstrup meter replacement: Mr. Kapcsos noted that the first, second, third and fourth round of replacements has been moving along with 686 of 689 meters have been installed or has scheduled their appointments. Mr. Metzler asked if the Authority needs to seek legal counsel to gain access to the properties that haven't responded. Mr. Kapcsos stated that Mr. Davis will move forward to draft a letter to the three properties owners in hopes they will then comply. Mr. Davis proceeded by noting that if they do not comply, the Authority can move forward with getting a court order.

Mr. Kapcsos informed the Board that Mr. Shawn Swanger contacted the Authority asking to complete 40 hours of community service. Mr. Kapcsos noted that he had performed community service hours with the Authority in a previous year and will be doing some maintenance at the Wastewater Treatment Plant.

### **Business Manager Report**

Mrs. Fenicle provided an update on the first round of termination notices that were sent the first week of April. Mrs. Fenicle noted that 23 of 95 customers had not responded and a two-day notice was posted on their property for termination on April 20<sup>th</sup>; one property was terminated and is known to be vacant. Mrs. Fenicle stated that \$36,323.17 of \$68,590.65 has been collected and the remaining have been placed on payment agreements.

Mrs. Fenicle provided and discussed the 2021-2022 fiscal year end budget reports.

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

A **MOTION** was made by Mr. Metzler and a second by Mr. Ruffini to approve the April 19, 2022, meeting minutes as presented; motion carried.

### **Unfinished Business**

There was no unfinished business to discuss.

### **New Business**

There was no new business to discuss.

### **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. Metzler and a second by Mr. Derr to approve the attached Requisition No. 2 as follows: \$59,849.44 for the Water Operating Fund and \$40,166.78 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 WBRI 22-7 from the Water Bond Redemption and Improvement Fund in the amount of \$13,919.14; motion carried.

### **Adjournment**

There being no further business, a **MOTION** was made by Mr. Metzler and seconded by Mr. Ruffini to adjourn. Motion carried and the meeting adjourned at 4:43 PM.

Respectfully submitted,

J. Michael Melhorn  
Secretary