

Mount Joy Borough Authority Pre-Authority Meeting Agenda 4:00 PM, May 18, 2022

- 1. Call to Order
- 2. Roll Call—Chairman Rebman, Mr. Derr, Mr. Metzler, Mr. Ruffini and Mr. Melhorn
- 3. Public Input Period Hearing of any citizen within the service area.
- 4. Reports:
 - A. Consulting Engineer
 - B. Authority Manager
 - C. Operations Manager
 - D. Business Manager
- 5. Approval of the Minutes: Approval of the minutes from April 19, 2022.
- 6. Unfinished Business:

A.

7. New Business:

A.

- 8. Any other matter proper to come before the Authority:
- 9. Authorization to pay bills:
 - A. Consider approval of Requisition No. 2 for the Water Operating Fund in the amount of \$59,849.44 and Sewer Operating Fund in the amount of \$40,166.78.
 - B. Consider approval of Requisition No. WBRI 22-7 from the Water Bond Redemption and Improvement Fund in the amount of \$13,919.14.

10. Meetings and dates of importance

A. Tuesday, June 7, 2022
 B. Tuesday, June 21, 2022
 C. Tuesday, June 28, 2022
 D. Wednesday, July 6, 2022
 Regular Monthly Meeting – 4 PM
 Pre-Authority Meeting – 4 PM
 Administration Committee Meeting – 4 PM
 Finance Committee Meeting – 4 PM

E. Tuesday, July 19, 2022 Pre-Authority Meeting – 4PM

11. Adjournment

Mount Joy Borough Authority Pre-Authority April 19, 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, Joe Ardini 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 provided a written report and highlighted the following:

Mr. Ardini provided an update on the two-year warranty inspection for the hydropillar water tank: Mr. Ardini noted that there were no deficiencies of concern and will revisit this tank to inspect the exterior toward the end of the third-year warranty. Mr. Ardini also mentioned that the Rapho Tank was inspected as noted at the last Board meeting and noted that the overall tank is in good shape. Mr. Ardini explained that even though there or areas of rust on the outside of the tank, Mr. DeClerck is confident that the paint will hold up for another two to three years. Mr. Ardini made the Board aware that the tank was painted in 1998.

Mr. Ardini, Authority Board, and staff discussed their visit to Lower Paxton Township to participate in a demonstration with their combination truck. Mr. Ardini noted that many questions were raised, and Authority staff was very pleased with the performance of the truck. A **MOTION** was made by Mr. Ruffini and a second by Mr. Melhorn to purchase the Combination Single Engine Sewer Cleaner and Vacuum System from A&H Equipment as per proposal summary in the amount of \$515,288 and to authorize Mr. Ardini to sign all documents on behalf of the Authority; motion carried.

Mr. Ardini informed the Board that Mr. Greg Kile, Manager from Rapho Triangle East (RTE) contacted the Authority to discuss their current EDU allocation within their agreement. It was noted that RTE has more EDU's allotted than what will potentially be assigned to incoming businesses. Mr. Ardini stated that there isn't much more ground that can be developed and more warehouses were developed which took a larger piece of ground. Mr. Ardini stated that Mr. Kile approached the Authority because the agreement expires in 2024 and he wanted to entertain a possible offer to the Authority to purchase back the remaining EDU's. Mr. Ardini mentioned to the Board that the Authority is not obligated to purchase the remaining EDU's nor extend the agreement, however, feels the Authority should entertain what RTE presents to the Authority.

Operations Manager Report

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

Mr. Kapcsos informed the Board that staff continues to reconstruct the South Jacob Street swale and hopes to complete this project within the next two weeks.

Mr. Kapcsos provided an update on the security measures at Carmany Road Water Plant: Mr. Kapcsos presented to the Board the two proposals to place a new security system at the Carmany Road Water Plant. After a lengthy discussion, and reviewing the current Verkada free trial experience, the decision has been made to purse with Verkada with a ten-year license. A **MOTION** was made by Mr. Ruffini and a second by Mr. Derr to purchase a ten-year license agreement with Verkada in the amount of \$27,112 and to authorize Mr. Kapcsos to sign all documents on behalf of the Authority; motion carried.

Mr. Kapcsos informed the Board that a sinkhole and lateral repair took place on Farmview Lane about 60 feet in length. Mr. Kapcsos noted that the homeowner agrees to pay for the repairs as the damage was caused by the homeowner.

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 654 of 689 meters have been installed or has scheduled their appointments.

Mr. Kapcsos informed the Board that Authority staff met with Mount Joy Wire to create a report for Mount Joy Wire to report water usage to Authority staff. Mr. Kapcsos noted that this will help Authority staff monitor the daily water pumping and if the pumping is high, Authority staff can view Mount Joy Wire's figures to determine if its their business or if there could also be a leak within the system.

Business Manager Report

Mrs. Fenicle informed the Board that staff has initiated first round of termination notices that were sent the first week of April to 95 customers that owe more that \$300 for a total of \$69,000. Mrs. Fenicle noted to date, \$28,000 has been collected and 72 customers has paid in full or established a payment agreement. Mrs. Fenicle noted that staff posted the two-day termination notices today for water shut offs on Thursday.

Minutes of the Previous Meeting

A **MOTION** was made by Mr. Ruffini and a second by Mr. Metzler to approve the March 15, 2022, meeting minutes as presented; motion carried.

Unfinished Business

Mr. Ardini provided an update on the Building Ad Hoc Committee: Mr. Ardini noted that a meeting was held on April 18th and a recommendation was made to move forward and pursue the location at Grandview Park and to place this on the Borough Council Administration and Finance Committee for consideration as will as the Borough Council meeting on May 3rd.

New Business

A **MOTION** was made by Mr. Metzler and a second by Mr. Ruffini to approve Resolution No. 3-22 to amend the Water Rate Schedule effective May 1, 2022; motion carried.

A **MOTION** was made by Mr. Ruffini and a second by Mr. Derr to approve Resolution No. 4-22 to amend the Sewer Rate Schedule effective May 1, 2022; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Ruffini to approve the Water System 2022-2023 Fiscal Year Budget and the Sewer System 2022-2023 Fiscal Year Budget; 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. Ruffini to approve the attached Requisition No. 24 as follows: \$36,302.08 for the Water Operating Fund and \$49,130.59 for the Sewer Operating 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 5:18 PM.

Respectfully submitted,

J. Michael Melhorn Secretary



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

INCORPORATED 1948

	WATER	OPERA [*]	TING REQUISIT	ION NO.:	2
	DATE:		May 1	3, 2022	
Fulton Bank, National Association					
P.O. Box 4887 Lancaster, PA 17604					
talicaster, I A 17004					
Gentlemen:					
You are hereby requested to make a disbursement o dated May 1, 1993, between the Mount Joy Borough Authority an set forth on the succeeding page.					
We certify that the amounts listed on the succeeding has been incurred for the purpose set forth in Article VI, Sectio withdrawn are in compliance with the provisions of said indentu	n 6.01 and 6.0				
	MOUNT JOY	BORO	UGH AUTHORI	Υ	
		TREASU	JRFR		-
ARRO CONSULTING, INC., Consulting Engineer, in ac HEREBY APPROVE this requisition, and CERTIFIES that the aggi requisitioned during the current fiscal year, do not exceed the Authority as provided for in Section 9.07 of the Trust Indenture.	regate of the amount of the	amoun	ts reqisitioned,	plus those	e previously
		CONSU	LTING, INC.		
	CONSU	JLTING	ENGINEER		-
AMOUNT OF PREVIOUS REQUISITIONS:		\$	79,919.63	-	
TOTAL AMOUNT OF THIS REQUISITION:		\$	19,763.26	Payroll	Acct. 21544
		\$	40,086.18		Acct. 21510
		\$	59,849.44	Total =	
TOTAL AMOUNT REQUISITIONED TO DATE:		\$	139,769.07	-	
TOTAL CURRENT FISCAL YEAR APPROVED BU	DGET:	\$	3,023,885.95	_	
		_			

Payroll Journal Entry Payroll #9

	(Pay closest to 1st Tuesday)	
Kling, Zach, Shawn Jim, Jason, Chris, Ryan, Leon, Rory (Split)	r month (Split)	Kyan, Cnris, Kory Hospitalization Deductions (Split) LST (Split)
	1,474.26 1,110.10 923.20 312.50 1,394.72 83.75	137.48 19,763.26 700.00 19,047.26 19,763.26
9r Fund 06.448.702 Water Wages 06.449.752 Construction Crew Wages	Authority Manager Operations Manager Business Manager Administrative Assistant Board Members Employer Taxes ADP Invoice	06.105.000 CASH Employer 45 / B Contribution \$ TOTAL \$ TOTAL \$ 06.213.000 LST \$ 06.105.000 CASH TOTAL \$
Water Fund Debit 06.448.702 06.449.752	06.400.784 06.400.783 06.400.784 06.400.785 06.400.804 06.400.804	06.400.791 Credit 06.213.000 06.219.000 06.105.000

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Mount Joy Authority Check Register - Water Operating Fund

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running Total Post Date	Status
3681	Accounts Payable	Computer Check	5/4/2022	PPL	\$0.00	\$198.53	(\$198.53) 5/4/2022	Outstanding
3682	Accounts Payable	Computer Check	5/18/2022	ADVANCE AUTO PARTS	\$0.00	\$99.34	(\$297.87) 5/18/2022	Outstanding
3683	Accounts Payable	Computer Check	5/18/2022	AIRGAS USA LLC	\$0.00	\$23.39	(\$321.26) 5/18/2022	Outstanding
3684	Accounts Payable	Computer Check	5/18/2022	AMS	\$0.00	\$70.35	(\$391.61) 5/18/2022	Outstanding
3685	Accounts Payable	Computer Check	5/18/2022	APPLIED INDUSTRIAL TECH PA L	\$0.00	\$521.84	(\$913.45) 5/18/2022	Outstanding
3686	Accounts Payable	Computer Check	5/18/2022	BATTERY WAREHOUSE	\$0.00	\$379.98	(\$1,293.43) 5/18/2022	Outstanding
3687	Accounts Payable	Computer Check	5/18/2022	BOROUGH OF MOUNT JOY	\$0.00	\$1,147.98	(\$2,441.41) 5/18/2022	Outstanding
3688	Accounts Payable	Computer Check	5/18/2022	CARAHSOFT TECHNOLOGY COR	\$0.00	\$19,371.36	(\$21,812.77) 5/18/2022	Outstanding
3689	Accounts Payable	Computer Check	5/18/2022	CENTURYLINK	\$0.00	\$237.41	(\$22,050.18) 5/18/2022	Outstanding
3690	Accounts Payable	Computer Check	5/18/2022	CHEMICAL EQUIPMENT LABS IN	\$0.00	\$5,049.57	(\$27,099.75) 5/18/2022	Outstanding
3691	Accounts Payable	Computer Check	5/18/2022	CORE & MAIN	\$0.00	\$734.17	(\$27,833.92) 5/18/2022	Outstanding
3692	Accounts Payable	Computer Check	5/18/2022	DEPT OF ENVIRONMENTAL PROT	\$0.00	\$60.00	(\$27,893.92) 5/18/2022	Outstanding
3693	Accounts Payable	Computer Check	5/18/2022	DOUGLAS DECLERCK	\$0.00	\$2,200.00	(\$30,093.92) 5/18/2022	Outstanding
3694	Accounts Payable	Computer Check	5/18/2022	DROHAN BRICK & SUPPLY, INC.	\$0.00	\$118.25	(\$30,212.17) 5/18/2022	Outstanding
3695	Accounts Payable	Computer Check	5/18/2022	EXETER SUPPLY COMPANY, INC.	\$0.00	\$59.95	(\$30,272.12) 5/18/2022	Outstanding
3696	Accounts Payable	Computer Check	5/18/2022	GUTTIMAN ENERGY INC.	\$0.00	\$557.52	(\$30,829.64) 5/18/2022	Outstanding
3697	Accounts Payable	Computer Check	5/18/2022	J.B. HOSTETTER & SONS, INC.	\$0.00	\$181.72	(\$31,011.36) 5/18/2022	Outstanding
3698	Accounts Payable	Computer Check	5/18/2022	LEFFLER ENERGY	\$0.00	\$966.39	(\$31,977.75) 5/18/2022	Outstanding
3699	Accounts Payable	Computer Check	5/18/2022	PPL	\$0.00	\$6,449.37	(\$38,427.12) 5/18/2022	Outstanding
3700	Accounts Payable	Computer Check	5/18/2022	SCOTT KLING	\$0.00	\$52.20	(\$38,479.32) 5/18/2022	Outstanding
3701	Accounts Payable	Computer Check	5/18/2022	SERVICE SUPPLY CORP	\$0.00	\$56.93	(\$38,536.25) 5/18/2022	Outstanding
3702	Accounts Payable	Computer Check	5/18/2022	SUBURBAN TESTING LABS	\$0.00	\$469.00	(\$39,005.25) 5/18/2022	Outstanding
3703	Accounts Payable	Computer Check	5/18/2022	UGI UTILITIES, INC.	\$0.00	\$116.61	(\$39,121.86) 5/18/2022	Outstanding
3704	Accounts Payable	Computer Check	5/18/2022	UNITED CONCORDIA INSURANC	\$0.00	\$844.32	(\$39,966.18) 5/18/2022	Outstanding
3705	Accounts Payable	Computer Check	5/18/2022	WOLGGIE S LAWN CARE LLC.	\$0.00	\$120.00	(\$40,086.18) 5/18/2022	Outstanding

Summary by Transaction Type

80.00	(\$40,086.18) (\$40,086.18) \$0.00 \$0.00
Total Deposits	Less Payments by Transaction Type: Computer Check Total Payments: Adjustments: Payment Adjustments Deposit Adjustments Total Adjustments

(\$40,086.18)

Total Change in Register Balance:



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

INCORPORATED 1948

		SEWER OP	ERATING	REQUISIT	ION NO.:	2
		DATE:		May 1	8, 2022	
Fulton Bank, National As	sociation			-		
P.O. Box 4887						
Lancaster, PA 17604						
Gentlemen:						
dated November 15, 199	by requested to make a disbursement of fu 6 (the "Indenture"), between the Mount Jo nts set forth on the attached Schedule "A".					
indebtedness has been paragraph (a) of Sectio requisitioned during the	nat (i) the amounts listed on the succeed incurred for the purpose set forth in para in 6.3 of the Indenture; (ii) the aggregate current fiscal year, do not exceed the amo Section 9.10 of the Indenture; and (iii) the ure.	graphs (a) ar of the amor	nd (b) o unts req urrent fis	f Section 6 Juisitioned, scal year bu	.1 of the Ir plus those idget appro	ndenture or previously oved by the
	M	OUNT JOY BO	OROUGH	I AUTHORIT	ΓΥ	
		AUTHOR	RIZED OF	FICER		_
AM	MOUNT OF PREVIOUS REQUISITIONS:	\$		84,388.56	-	
то	TAL AMOUNT OF THIS REQUISITION:	\$		21,943.48	Payroll	Acct. 21544
		\$		18,223.30	Expenses	Acct. 21536
		\$		40,166.78	Total =	
тс	TAL AMOUNT REQUISITIONED TO DATE:	\$		124,555.34	-	
тс	TAL CURRENT FISCAL YEAR APPROVED BUDGE	T: \$	3,	097,102.22		

Payroll Journal Entry Payroll #9

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	9,905.46 Dennis, Gary, Rex, David	4,901.78 Jim, Jason, Chris, Ryan, Leon, Rory (Split)	25 Joe (Split)	1,474.27 Kapcsos (Split)	39 Angie (Split)	20 Lindsey (Split)	50 Members paid per month (Split) (Pay closest to 1st Tuesday)	71 Split	75 Split	47 Ryan, Chris, Rory	₩.
	\$ 9,905.	\$ 4,901.	\$ 1,700.25	\$ 1,474.	\$ 1,110.09	\$ 923.20	\$ 312.50	\$ 1,394.71	\$ 83.75	\$ 137.47	TOTAL \$ 21.943.48
	08.429.730 Sewer Wages	08.428.710 Construction Crew Wages	08.400.782 Authority Manager	Operations Manager	08.400.784 Business Manager	08.400.785 Administrative Assistant	Board Members	08.400.804 Employer Taxes	ADP Invoice	08.400.791 Employer 457B Contribution	TOTAL
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	08.400.791	
Sew	Debit										

5/16/2022 03:27:12 PM

Mount Joy Authority Check Register - Sewer Operating Fund

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running Total Post Date	Status
3829	Accounts Payable	Computer Check	5/18/2022	ADVANCE AUTO PARTS	\$0.00	\$35.98	(\$35.98) 5/18/2022	Outstanding
3830	Accounts Payable	Computer Check	5/18/2022	AIRGAS USA LLC	\$0.00	\$70.16	(\$106.14) 5/18/2022	Outstanding
3831	Accounts Payable	Computer Check	5/18/2022	ALS GROUP USA CORP.	\$0.00	\$248.00	(\$354.14) 5/18/2022	Outstanding
3832	Accounts Payable	Computer Check	5/18/2022	AMS	\$0.00	\$70.35	(\$424.49) 5/18/2022	Outstanding
3833	Accounts Payable	Computer Check	5/18/2022	BOROUGH OF MOUNT JOY	\$0.00	\$1,147.96	(\$1,572.45) 5/18/2022	Outstanding
3834	Accounts Payable	Computer Check	5/18/2022	CORE & MAIN	\$0.00	\$734.17	(\$2,306.62) 5/18/2022	Outstanding
3835	Accounts Payable	Computer Check	5/18/2022	DROHAN BRICK & SUPPLY, INC.	\$0.00	\$118.25	(\$2,424.87) 5/18/2022	Outstanding
3836	Accounts Payable	Computer Check	5/18/2022	FISHER SCIENTIFIC	\$0.00	\$812.05	(\$3,236.92) 5/18/2022	Outstanding
3837	Accounts Payable	Computer Check	5/18/2022	GUTTMAN ENERGY INC.	\$0.00	\$252.80	(\$3,489.72) 5/18/2022	Outstanding
3838	Accounts Payable	Computer Check	5/18/2022	J.B. HOSTETTER & SONS, INC.	\$0.00	\$214.29	(\$3,704.01) 5/18/2022	Outstanding
3839	Accounts Payable	Computer Check	5/18/2022	LEFFLER ENERGY	\$0.00	\$5,086.52	(\$8,790.53) 5/18/2022	Outstanding
3840	Accounts Payable	Computer Check	5/18/2022	MESSICK'S	\$0.00	\$88.62	(\$8,879.15) 5/18/2022	Outstanding
3841	Accounts Payable	Computer Check	5/18/2022	MOUNT JOY SOLAR POWER LLC	\$0.00	\$6,402.42	(\$15,281.57) 5/18/2022	Outstanding
3842	Accounts Payable	Computer Check	5/18/2022	NSI LAB SOLUTIONS, INC.	\$0.00	\$428.00	(\$15,709.57) 5/18/2022	Outstanding
3843	Accounts Payable	Computer Check	5/18/2022	OFFICE BASICS INC.	\$0.00	\$18.99	(\$15,728.56) 5/18/2022	Outstanding
3844	Accounts Payable	Computer Check	5/18/2022	PPL	\$0.00	\$655.37	(\$16,383.93) 5/18/2022	Outstanding
3845	Accounts Payable	Computer Check	5/18/2022	SCOTT KLING	\$0.00	\$52.20	(\$16,436.13) 5/18/2022	Outstanding
3846	Accounts Payable	Computer Check	5/18/2022	SERVICE SUPPLY CORP	\$0.00	\$56.92	(\$16,493.05) 5/18/2022	Outstanding
3847	Accounts Payable	Computer Check	5/18/2022	SUBURBAN TESTING LABS	\$0.00	\$332.00	(\$16,825.05) 5/18/2022	Outstanding
3848	Accounts Payable	Computer Check	5/18/2022	UGI UTILITIES, INC.	\$0.00	\$141.55	(\$16,966.60) 5/18/2022	Outstanding
3849	Accounts Payable	Computer Check	5/18/2022	UNITED CONCORDIA INSURANC	\$0.00	\$844.32	(\$17,810.92) 5/18/2022	Outstanding
3850	Accounts Payable	Computer Check	5/18/2022	USA BLUEBOOK	\$0.00	\$412.38	(\$18,223.30) 5/18/2022	Outstanding

Summary by Transaction Type

80.00	(\$18,223.30) (\$18,223.30)	\$0.00 \$0.00 \$0.00	(\$18,223.30)
Total Deposits	Less Payments by Transaction Type: Computer Check Total Payments:	Adjustments: Payment Adjustments Deposit Adjustments Total Adjustments:	Total Change in Register Balance:

MOUNT JOY BOROUGH AUTHORITY WATER SYSTEM RESOLUTION AND REQUISITION

		WATE	R SYSYTEM REC	QUISITION NO).: WBRI 22-7
			Date:	May 18, 20	022
		RESOLUTION			
Authority (the "Authori Community Bank (the " Bonds, Series of 1993 following payments for or replacements from t	ity") to Fulton Bank, It Prior Trustee"), as Tru (the "Trust Indentur authorized projects, the Bond Redemption	cle VI, Section 6.06 of the National Association (the Wustee, dated as of May 1, 1e") the Trustee is hereby including either capital ad and Improvement Fund eposes and in the amounts a	Trustee"), as su 993, securing Gu authorized and ditions or extrad established unde	ccessor to Ui uaranteed Wa d requested ordinary repa er the aforesa	nion National ater Revenue to make the airs, renewals aid Indenture
Payee		Purpose of Obligation			unt of this quisition
SEE ATTACHED EXHIBIT "A"	•			\$	13,919.14
		CERTIFICATE			
	ount Joy Borough Auth	certifies that the Resolutio ority at a meeting duly calle			
	THIS CERTIFICATE is e	xecuted the <u>18th</u> day	of <u>May</u> 202	22.	
		(Secreta	ry) (Assistant Se	ecretary)	_
ΔΙΙΤ	HORITY SEAL				

EXHIBIT "A"

WATER BOND REDEMPTION AND IMPROVEMENT FUND

Payee	Purpose of Obligation	Amount of	f this Requisition
Schaedler Yesco Distribution 3982 Paxton Street PB Box 4990 Harrisburg, PA 17111-0990	New Well Pump VFD; Invoice S6350212.001	\$	11,155.48
Drohan Brick & Supply, Inc. PO Box 277 Mount Joy, PA 17552	Wood Street Water Main Replacement Project; Invoice 0036448-00	\$	81.40
Highway Materials, Inc. PO Box 62879 Baltimore, MD 21264-2879	Wood Street Water Main Replacement Project; Invoice 271061	\$	561.26
Rohrer's Incorporated PO Box 365 Lititz, PA 17543-0365	Wood Street Water Main Replacement Project; Invoice Q242477	\$	939.78
Rohrer's Incorporated PO Box 365 Lititz, PA 17543-0365	Wood Street Water Main Replacement Project; Invoice Q242478	\$	1,181.22