

Mount Joy Borough Authority Pre-Authority Meeting Agenda 4:00 PM, May 19, 2021

- 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 20, 2021.
- 6. <u>Unfinished Business:</u>
- 7. New Business:

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- 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 \$52,839.65 and Sewer Operating Fund in the amount of \$66,432.25.
 - B. Consider approval of Requisition No. WBRI 21-9 from the Water Bond Redemption and Improvement Fund in the amount of \$2,671.44.
 - C. Consider approval of Requisition No. SBRI 21-3 from the Sewer Bond Redemption and Improvement Fund in the amount of \$917.80.

10. Meetings and dates of importance

A. Tuesday, June 1, 2021 Regular Monthly Meeting – 4 PM B. Tuesday, June 15, 2021 Pre-Authority Meeting – 4 PM

C. Tuesday, June 22, 2021 Administration Committee Meeting – 5 PM

Regular Monthly Meeting - 4 PM

D. Tuesday, July 6, 2021

11. Adjournment

Mount Joy Borough Authority
Pre-Authority
April 20, 2021
Minutes

The Mount Joy Borough Authority held its Pre-Authority meeting on this date in Council Chambers of the Borough Offices Building and via online zoom. Present were Chairman Rebman, Mr. Metzler, Mr. Ruffini and Mr. Melhorn (Zoom). Also, present were Angie Fenicle, Joe Ardini and Scott Kapcsos, and Mike Davis from Barley Snyder. Mr. Derr was absent. 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 refinancing the two sewer notes and possible one water note: Mr. Ardini stated RBC Capital have been receiving questions from lenders of which the Authority staff have been prompting answering in return. Mr. Ardini stated this is hopeful for great savings and shows that there is interest in the market. Mr. Ardini reminded the Board that the Borough Administration and Finance Committee is slated for April 22nd.

Mr. Ardini provided an update on the Water Resource Plan for Well #3: SRBC has received, reviewed, and supplied the Authority with a confirmation letter stating the plan is consistent and sufficient to meet the requirements within the docket.

Mr. Ardini informed the Board that a meeting is scheduled for April 26th to discuss the Well 3 action plan.

Mr. Ardini noted that staff continues to work on the annual Consumer Confidence Report.

Operations Manager Report

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

Mr. Kapcsos provided an update on the EPA Risk and Resilience Assessment: Mr. Kapcsos stated that staff is meeting with ARRO and 12:34 MicroTechnologies tomorrow to discuss the IT measures in place.

Mr. Kapcsos informed the Board that staff did start up South Jacob Street water plant last week and has recently went offline due to low creek levels.

Business Manager Report

Mrs. Fenicle had nothing to report.

Minutes of the Previous Meeting

A MOTION was made by Mr. Ruffini and a second by Mr. Metzler to approve the March 16, 2021 meeting minutes as presented; motion carried.

<u>Unfinished Business</u>

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

Mr. Ardini informed the Board that staff met with Rapho Township, Developers and Developers Engineer to discuss the proposed plan for the Keller Tract Development. The proposed development looks to have an approximate total of 379 units.

Authorization to Pay Bills

A MOTION was made by Mr. Metzler and a second by Mr. Ruffini to approve the attached Requisition No. 21 as follows: \$63,500.19 from the Water Operating Fund and \$56,412.44 from the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Ruffini and a second by Mr. Melhorn to approve the attached Requisition No. WBRI 21-7 from the Water Bond Redemption and Improvement Fund in the amount of \$16,238.17; motion carried.

<u>Adj</u>ournment

There being no further business, a **MOTION** was made by Mr. Ruffini and seconded by Mr. Metzler to adjourn. Motion carried and the meeting adjourned at 4:32 PM.

Respectfully submitted,

J. Michael Melhorn Secretary



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

INCORPORATED 1948

WATER OPERATING REQUISITION NO.:

	DATE:		May	19, 2021	
Fulton Bank, National Association P.O. Box 4887 Lancaster, PA 17604					
Gentlemen:					
You are hereby requested to make a disbursdated May 1, 1993, between the Mount Joy Borough Autlet forth on the succeeding page.	ement of funds from nority and your bank a	the Re	evenue Fund un tee, for the purp	der the Tru	st Indenture the amounts
We certify that the amounts listed on the succ has been incurred for the purpose set forth in Article V withdrawn are in compliance with the provisions of said	l, Section 6.01 and 6.	v due a .02. W	nd unpaid and a	that such ir that the n	idebtedness nonies to be
	MOUTINOM	Y BORC	DUGH AUTHORI	TY	
-		TREAS	URER		 -
ARRO CONSULTING, INC., Consulting Engined HEREBY APPROVE this requisition, and CERTIFIES that the equisitioned during the current fiscal year, do not exce Authority as provided for in Section 9.07 of the Trust Ind	the aggregate of the ed the amount of the	amou	nts reqisitioned	, plus those	e previously
	ARRO	CONSU	JLTING, INC.		
-	CONS	ULTING	SENGINEER		-
AMOUNT OF PREVIOUS REQUISITION	S:	\$	51,753.79	-	
TOTAL AMOUNT OF THIS REQUISITIO	N:	\$ \$	18,846.17 33,993.48 52,839.65	Expenses	Acct. 21544 Acct. 21510
TOTAL AMOUNT REQUISITIONED TO	DATE:	\$	104,593.44		
TOTAL CURRENT FISCAL YEAR APPRO	VED BUDGET:	\$	2,779,006.90	-	

Payroll Journal Entry Payroll #9

		Leon, Rory (Split)		•			(Split) (Pay closest to 1st Tuesday)				
	6,577.05 Kling, Zach, Shawn	Jim, Jason, Chris, Ryan, Leon, Rory (Split)	Joe (Split)	Kapcsos (Split)	Angie (Split)	Lindsey (Split)	Members paid per month (Split)	Split	Split	Ryan, Chris	
	\$ 6,577.05	\$ 5,281.05	\$ 1,658.78				\$ 437.50	\$ 1,388.53	\$ 80.09	1.04	TOTAL \$ 18,846.17
_	06.448.702 Water Wages	06.449.752 Construction Crew Wages	06.400.782 Authority Manager	06.400.783 Operations Manager	06.400.784 Business Manager	06.400.785 Administrative Assistant	06.400.790 Board Members	Employer Taxes	ADP Invoice	06.400.791 Employer 457B Contribution	TOTAL
Water Fund	06.448.702	06.449.752	06.400.782	06.400.783	06.400.784	06.400.785	06.400.790	06.400.804	06.400.804	06.400.791	
Waj	Debit										

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Mount Joy Authority Check Register - Water Operating Fund

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Pavments	Running Total Post Date	Series Series
2955	Accounts Pavable	Computer Check	5/19/2021	ADVANCE ATTO BABTS	90 03	661 47		
2956	Accounts Payable	Computer Check	5/19/2021	ARGAS USA LLC	00.05 00.05	521.00	1202/61/6 (14/108)	Ourstanding
2957	Accounts Payable	Computer Check	5/19/2021	AMS	20.00	\$67.00		Outstanding
2958	Accounts Payable	Computer Check	5/19/2021	ARRO CONSULTING, INC.	20.00	\$4.088.38		Outstanding
2959	Accounts Payable	Computer Check	5/19/2021	BOROUGH OF MOUNT JOY	\$0.00	\$1,069.35		Outstanding
2960	Accounts Payable	Computer Check	5/19/2021	BUCKMAN S INC	\$0.00	\$572.00		Outstanding
2961	Accounts Payable	Computer Check	5/19/2021	CENTURYLINK	\$0.00	\$244.19		Outstanding
2962	Accounts Payable	Computer Check	5/19/2021	CHEMICAL EQUIPMENT LABS IN	\$0.00	\$3,347.51		Outstanding
2963	Accounts Payable	Computer Check	5/19/2021	DEER COUNTRY FARM & LAWN, I	\$0.00	\$113.86		Outstanding
2964	Accounts Payable	Computer Check	5/19/2021	DEPT OF ENVIRONMENTAL PROT	\$0.00	\$60.00	(\$9,644.76) 5/19/2021	Outstanding
2965	Accounts Payable	Computer Check	5/19/2021	EHRLICH	\$0.00	\$133.00	(\$9,777.76) 5/19/2021	Outstanding
2966	Accounts Payable	Computer Check	5/19/2021	EXETER SUPPLY COMPANY, INC.	\$0.00	\$3,403.60		Outstanding
2967	Accounts Payable	Computer Check	5/19/2021	GRAINGER	\$0.00	\$241.08	(\$13,422.44) 5/19/2021	Outstanding
2968	Accounts Payable	Computer Check	5/19/2021	GUTTMAN ENERGY INC.	\$0.00	\$348.32		Outstanding
2969	Accounts Payable	Computer Check	5/19/2021	HACH COMPANY	\$0.00	\$94.08	(\$13,864.84) 5/19/2021	Outstanding
2970	Accounts Payable	Computer Check	5/19/2021	HVAC DISTRIBUTORS INC.	\$0.00	\$151.77		Outstanding
2971	Accounts Payable	Computer Check	5/19/2021	J.B. HOSTETTER & SONS, INC.	\$0.00	\$103.88	(\$14,120.49) 5/19/2021	Outstanding
2972	Accounts Payable	Computer Check	5/19/2021	L/B WATER SERVICE, INC.	\$0.00	\$1,284.00		Outstanding
2973	Accounts Payable	Computer Check	5/19/2021	MARTIN MULCH PRODUCTS	\$0.00	\$200.00		Outstanding
2974	Accounts Payable	Computer Check	5/19/2021	PA ONE CALL SYSTEM, INC.	\$0.00	\$197.25	(\$15,801.74) 5/19/2021	Outstanding
2975	Accounts Payable	Computer Check	5/19/2021	PPL	\$0.00	\$293.17		Outstanding
2976	Accounts Payable	Computer Check	5/19/2021	PRWA	\$0.00	\$87.50	(\$16,182.41) 5/19/2021	Outstanding
2977	Accounts Payable	Computer Check	5/19/2021	RALPH C. ECKELS III	\$0.00	\$60.00	(\$16,242.41) 5/19/2021	Outstanding
2978	Accounts Payable	Computer Check	5/19/2021	SERVICE SUPPLY CORP	\$0.00	\$298.00	(\$16,540.41) 5/19/2021	Outstanding
2979	Accounts Payable	Computer Check	5/19/2021	SHERMAN-GIBSON SYSTEMS CO	\$0.00	\$980.00	(\$17,520.41) 5/19/2021	Outstanding
2980	Accounts Payable	Computer Check	5/19/2021	SUBURBAN TESTING LABS	\$0.00	\$772.50	(\$18,292.91) 5/19/2021	Outstanding
2981	Accounts Payable	Computer Check	5/19/2021	THE UPS STORE 3853	\$0.00	\$3.00	(\$18,295.91) 5/19/2021	Outstanding
2982	Accounts Payable	Computer Check	5/19/2021	UGI UTILITIES, INC.	\$0.00	\$68.93	(\$18,364.84) 5/19/2021	Outstanding
2983	Accounts Payable	Computer Check	5/19/2021	UPMC	\$0.00	\$15,411.89	(\$33,776.73) 5/19/2021	Outstanding
2984	Accounts Payable	Computer Check	5/19/2021	VERIZON WIRELESS	\$0.00	\$96.75	(\$33,873.48) 5/19/2021	Outstanding
2985	Accounts Payable	Computer Check	5/19/2021	WOLGGIE S LAWN CARE LLC.	20.00	\$120.00	(\$33,993.48) 5/19/2021	Outstanding

(\$33,993.48)	(\$33,993.48)		20.00	\$0.00	20.00	(\$33,993.48)
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 P.O. BOX 25 MOUNT JOY, PA 17552

INCORPORATED 1948

SEWER OPERATING REQUISITION NO.:

	DATE:	May :	19, 2021	
Fulton Bank, National Association P.O. Box 4887				
Lancaster, PA 17604				
• •				
Gentlemen:				
You are hereby requested to make a disbursement dated November 15, 1996 (the "Indenture"), between the Moupurpose and in the amounts set forth on the attached Schedule. We certify that (i) the amounts listed on the suindebtedness has been incurred for the purpose set forth in paragraph (a) of Section 6.3 of the Indenture; (ii) the aggre requisitioned during the current fiscal year, do not exceed the Authority as provided in Section 9.10 of the Indenture; and (ii) provisions of said Indenture.	int Joy Borough Ail'A". acceeding page a paragraphs (a) ar gate of the amou amount of the cu	re now due and our to now due and not (b) of Section (and trend) arrent fiscal year be	unpaid and the I plus those udget appr	stee, for the d that such ndenture or e previously oved by the
provisions of said magnetic.				
	MOUNT JOY BO	PROUGH AUTHORI	ΤΥ	
	AUTHOR	IZED OFFICER		-
AMOUNT OF PREVIOUS REQUISITIONS:	\$	62,342.87	-	
TOTAL AMOUNT OF THIS REQUISITION:	\$ \$ \$	22,394.48 44,037.77 66,432.25	Expenses	Acct. 21544 Acct. 21536
TOTAL AMOUNT REQUISITIONED TO DATE:	\$	128,775.12		
TOTAL CURRENT FISCAL YEAR APPROVED BL	JDGET: \$	2,976,116.68		

Payroll Journal Entry Payroll # 9

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Fund	429.730
<u></u>	89
<u>e</u>	_
Sew	Debit

(Split)	(Pay closest to 1st Tuesday)	
 \$ 10,125.38 Dennis, Gary, Rex, David \$ 5,281.05 Jim, Jason, Chris, Ryan, Leon, Rory (Split) \$ 1,658.78 Joe (Split) \$ 1,438.30 Kapcsos (Split) 	Angie (Split) Lindsey (Split) Members paid per month (Split)	Split Split Ryan. Chris
\$ 10,125.38 \$ 5,281.05 \$ 1,658.78 \$ 1,438.30	\$ 1,083.02 \$ 900.80 \$ 437.50	\$ 1,386.53 \$ 80.08 on \$ 1.04 TOTAL \$ 22,394.48
Sewer Wages Construction Crew Wages Authority Manager Operations Manager	08.400.784 Business Manager 08.400.785 Administrative Assistant 08.400.790 Board Members	Chiployer Taxes ADP Invoice Employer 457B Contributi
-	08.400.785 08.400.785 08.400.790	08.400.791
ebit		

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Mount Joy Authority Check Register - Sewer Operating Fund

Source Accounts Payable	Transaction Type Computer Check	Transaction Date	Reference ADVANCE AITTO DARTS	Deposits	Payments		Post Date	Status
	Computer Check	5/19/2021	AIRGAS USA LLC	\$0.00	\$5.49	(\$5.49) 5/	5/19/2021	Outstanding
	Computer Check	5/19/2021	ALS GROUP USA CORP.	\$0.00	\$278.00		1707/61/5	Outstanding
	Computer Check	5/19/2021	AMS	\$0.00	\$67.00		5/19/2021	Outstanding
	Computer Check	5/19/2021	ARRO CONSULTING, INC.	\$0.00	\$2,903.37		5/19/2021	Outstanding
	Computer Check	5/19/2021	BOROUGH OF MOUNT JOY	\$0.00	\$1,069.35		5/19/2021	Outstanding
	Computer Check	5/19/2021	CARMEUSE LIME & STONE	\$0.00	\$7,963.70		5/19/2021	Outstanding
	Computer Check	5/19/2021	E-TOWN AUTO PARTS	\$0.00	\$45.12		5/19/2021	Outstanding
	Computer Check	5/19/2021	FISHER SCIENTIFIC	20.00	\$885.72		5/19/2021	Outstanding
	Computer Check	5/19/2021	GUTTIMAN ENERGY INC.	80.00	\$173.24		5/19/2021	Outstanding
	Computer Check	5/19/2021	J.B. HOSTETTER & SONS, INC.	\$0.00	\$300.41		5/19/2021	Outstanding
	Computer Check	5/19/2021	LANDSCAPE IMPRESSIONS	\$0.00	\$164.50		5/19/2021	Outstanding
	Computer Check	5/19/2021	LEFFLER ENERGY	\$0.00	\$1,362.35		5/19/2021	Outstanding
	Computer Check	5/19/2021	MARTIN MULCH PRODUCTS	\$0.00	\$200.00		5/19/2021	Outstanding
	Computer Check	5/19/2021	NSI LAB SOLUTIONS, INC.	\$0.00	\$407.00	(\$15,888.25) 5/1	5/19/2021	Outstanding
	Computer Check	5/19/2021	PA ONE CALL SYSTEM, INC.	\$0.00	\$197.25		5/19/2021	Outstanding
	Computer Check	5/19/2021	PATRIOT PROPANE	\$0.00	\$6,049,61	(\$22,135.11) 5/1	5/19/2021	Outstanding
	Computer Check	5/19/2021	PETTY CASH	\$0.00	\$60.00		5/19/2021	Outstanding
	Computer Check	5/19/2021	PPL	\$0.00	\$304.79	(\$22,499.90) 5/1	5/19/2021	Outstanding
	Computer Check	5/19/2021	PRWA	20.00	\$87.50	(\$22,587.40) 5/1	5/19/2021	Outstanding
	Computer Check	5/19/2021	RALPH C, ECKELS III	\$0.00	\$60.00	(\$22,647.40) 5/1	5/19/2021	Outstanding
	Computer Check	5/19/2021	ROHRER S INCORPORATED	20.00	\$149.60		5/19/2021	Outstanding
	Computer Check	5/19/2021	SUBURBAN TESTING LABS	\$0.00	\$2,829.00	(\$25,626.00) 5/1	5/19/2021	Outstanding
	Computer Check	5/19/2021	THE UPS STORE 3853	\$0.00	\$11.36		5/19/2021	Outstanding
	Computer Check	5/19/2021	UGI UTILITIES, INC.	\$0.00	16,168		5/19/2021	Outstanding
	Computer Check	5/19/2021	UNITED ELECTRIC SUPPLY CO., 1	20,00	\$661.10		5/19/2021	Outstanding
	Computer Check	5/19/2021	UNIVAR USA, INC.	\$0.00	\$2,138.77		5/19/2021	Outstanding
	Computer Check	5/19/2021	UPMC	\$0.00	\$15,411.88		5/19/2021	Outstanding
	Computer Check	5/19/2021	VERIZON WIRELESS	\$0.00	\$96.75		5/19/2021	Outstanding
								1

Computer Check Total Payments: Adjustments: Payment Adjustments Deposit Adjustments Total Adjustments:	Payment Adjustments \$0.00 Deposit Adjustments \$0.00 Total Adjustments: \$0.00	Adjustments:	Total Payments: (\$44,037.77)	Computer Check (\$44,037.77)	- dr
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MOUNT JOY BOROUGH AUTHORITY WATER SYSTEM RESOLUTION AND REQUISITION

WATER SYSYTEM REQUISITION NO.: WBRI 21-9

		Date:	May 19, 2021
	RESOLUTION		
RESOLVED, in accordance with A Authority (the "Authority") to Fulton Bank Community Bank (the "Prior Trustee"), as Bonds, Series of 1993 (the "Trust Indent following payments for authorized projector replacements from the Bond Redempt and held by the Trustee for the following payments.	k, National Association Trustee, dated as of A ture") the Trustee is its, including either cap ion and Improvement	n (the "Trustee"), as May 1, 1993, securing hereby authorized pital additions or ex Fund established u	s successor to Union National g Guaranteed Water Revenue and requested to make the straordinary repairs, renewals ander the aforesaid Indenture
Payee	Purpose of Obligation		Amount of this Requisition
SEE ATTACHED EXHIBIT "A"			\$ 2,671.44
	CERTIEICATE		
The undersigned Secretary herel Board of Directors of Mount Joy Borough Au in full force and effect on the date hereof.			
THIS CERTIFICATE is	executed the19th	day of <u> May</u>	2021.
	(S	ecretary) (Assistant	: Secretary)
AUTHORITY SEAL			

EXHIBIT "A"

WATER BOND REDEMPTION AND IMPROVEMENT FUND

Payee	Purpose of Obligation	Amount o	f this Requisition
ARRO Consulting, Inc. 108 West Airport Road Lititz, PA 17543	Eng Services for Well 3 SRBC Docket Renewal; Invoice 0064846	\$	680.00
Rohrer's Quarry P.O. Box 365 Lititz, PA 17543-0365	New Street Water Main Replacement Project; Invoice Q230250	\$	1,991.44

MOUNT JOY BOROUGH AUTHORITY LANCASTER COUNTY, PENNSYLVANIA SEWER SYSTEM BOND REDEMPTION AND IMPROVEMENT FUND REQUISITION FORM

		SE	WER SYSYTEM REQU	JISITION NO.: SBRI 21-3
			Date:	May 19, 2021
Fulton Bank, National	Association		-	
Trustee under Trust In	denture			
dated November 15, 19	996			
of Mount Joy Borough	n Authority			
Mount Joy, Pennsylva	nia			
Dear Sirs:				
	the above Bond Inde	make a disbursements enture of the Mount Joy E	Borough Authority fo	
Address:			Yes	No
Purpose of	Total	Amount Paid	Amount this	Current
Obligation	Obligation	to Date	Requisition	Balance
SEE ATTACHED EXHIBIT "A"			\$ 917.8	o

In connection therewith, I certify that the above amounts are now due and unpaid, and that such indebtedness is a proper charge against, and has not been made the basis of any previous withdrawal from, the Bond Redemption and Improvement Fund, pursuant to the provisions of the Trust Indenture dated November 15, 1996, from this Authority to your Bank, as Trustee and successor to Union National Community Bank, prior Trustee. I further certify that with respect to the items covered in this Requisition, there are no vendors', mechanics' or other liens (or security interest) upon or affecting any property with respect to which payments are requisitioned and which will not be discharged by such payment.

Further:

EXHIBIT "A"

SEWER BOND REDEMPTION AND IMPROVEMENT FUND

Payee	Purpose of Obligation	Amount of this Requisition	
ARRO Consulting, Inc. 108 West Airport Road Lititz, PA 17543	Eng. Services for WWTP Clarifier & Thickener Rehab Project; Invoice 0064850	\$	917.80