



**Mount Joy Borough Authority
Pre-Authority Meeting Agenda
4:00 PM, May 21, 2024**

1. Call to Order
2. Roll Call - Mr. Rebman, Mr. Derr, Mr. Metzler, Mr. Ruffini and Mr. Melhorn
3. Public Input Period – Hearing of any citizen within the service area.
4. Presentation by Todd Vukmanic from Crabtree (Architect) on the new Administration Building
5. Reports
 - A. Consulting Engineer
 - B. Authority Manager
 - C. Asst. Authority Manager
 - D. Business Manager
6. Approval of the Minutes – Approval of the minutes from April 16, 2024.
7. Unfinished Business
 - A.
8. New Business
 - A. Consider Approval of Resolution No. 9-24 to Amend the Surcharge Rates for Discharges of Industrial Waste.
 - B. Consider Approval of Resolution No. 10-24 to Amend the 457B Defined Contribution Plan.
9. Any other matter proper to come before the Authority
 - A.
10. Authorization to pay bills
 - A. Consider approval of Requisition No. 2 for the Water Operating Fund in the amount of \$69,711.62 and Sewer Operating Fund in the amount of \$65,318.69.
11. Meetings and dates of importance
 - A. Tuesday, June 4, 2024 Regular Monthly Meeting – 4 PM
 - B. Tuesday, June 18, 2024 Pre-Authority Meeting – 4 PM
 - C. Tuesday, June 25, 2024 Administration Committee Meeting – 10 AM
 - D. Tuesday, July 2, 2024 Regular Monthly Meeting – 4 PM
 - E. Tuesday, July 16, 2024 Pre-Authority Meeting – 4PM
12. Executive Session
13. Adjournment

Mount Joy Borough Authority Meeting

May 21, 2024

Engineer's Report

AUTHORITY RELATED PROJECTS:

Operations Assistance

- ARRO provided process control assistance with operations at the WWTP after reviewing process control, effluent analytical results and eDMR reporting forms.

WWTP Dystor Digester Gas System

- Contract documents have been executed, the Contractor is currently working on shop drawing submittals and the construction schedule.

Charles Spring Condition & Flow (no change)

- ARRO submitted a plan to SRBC for new monitoring equipment on 2/29; we are awaiting their review and approval.

SRBC Water Resource Plan

- ARRO addressed minor comments from SRBC on May 8th and provided to Authority for submittal. We are awaiting SRBC response.

Industrial Waste Surcharge Rates Update

- ARRO staff has updated the rates and provided them to Authority Staff.

Storage/Shop/Garage

- ARRO's team has begun the structural analysis for renovations to the building.

Water & Sewer Systems Capacity (no change)

- ARRO has been working with Authority staff calculating capacities of both systems along with existing, committed and available capacities.

Fairview Road Water Main Replacement

- ARRO has completed the field data collection and transferring to plan set for design.

Certificate of Consulting Engineer

- ARRO has completed the review of the budgets, rate schedule and provided Staff with the proper certifications.

DEVELOPER RELATED PROJECTS:

- Jura USA Hospitality Center – ARRO has been reviewing shop drawing submittals, RFIs and the blasting plan for the project. We will be performing the construction observation services.
- 1000 Strickler Road – ARRO has been reviewing shop drawing submittals and providing responses to RFIs.
- 30 Orchard Road – ARRO performed a water and sewer improvements plan review and provided a comment letter.

May 20th, 2024
To: Authority Board
From: Scott Kapsos

1. Construction Department:

- Staff is currently performing final blacktop restoration for the N. Jacob St water main replacement project.
- Staff performed wet well cleaning maintenance at all sewer pump stations.
- Staff performed springtime maintenance and mulching at all facilities.
- Staff met with Arro to perform updates to our Water/Sewer atlases. New printed wall maps were received. Staff is working on getting them distributed and hung up.

2. Water Plant:

- SRBC completed a compliance inspection at our Water Plants, Wells, and Charles Springs. No issues were identified.
- Staff are currently preparing Carmany Rd Water Plant for the remainder of the Epoxy Floor installation. Contractor expected to start on May 20th. This was a budgeted project.
- LCRR – Staff continues to upload data. (2334)

3. WWTP:

- Paisun is scheduled the week of May 20th for his CDL training and testing.
- James has been placed into the weekly on-call schedule and is scheduled to perform his first weekend on-call May 18-19.
- Staff assisted with wet well cleaning at all sewer pump stations.
- Exeter supply provided a quote for the required repairs and upgrades to our sewer lateral camera. They are going to be approximately \$5,000.00. Price includes repairs to the camera head, a new viewing screen, and a battery operations option. Staff gave approval to move ahead.
- Staff and Garden Spot Electric troubleshot an issue at Fairview Pump Station with an HOA switch, a contactor for one of the pumps and the float system. The switch and contactor were repaired, and a proposal was provided by Garden Spot to upgrade the float system. The proposal was executed, and the work is scheduled to take place in the next (2) weeks.

4. Other Items:

- Hydropillar Roof Inspection
- SJS Plant Startup
- Well #3 Docket
- Dystor Project update
- Little Chiques Stream Bank Project
- Rapho Ind Park Sewer Update
- Make-A-Wish Convoy
- Annual Report (Board Pictures June 18th Meeting?)

Mount Joy Borough Authority
Pre-Authority Meeting
April 16, 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. Ruffini and Mr. Melhorn. Also, present were Angie Fenicle, and Scott Kapcsos, and Mike Davis from Barley Snyder. Mr. Metzler was absent. Chairman Rebman called the meeting to order at 4 PM.

Public Input Period

There was no one present from the public.

Consulting Engineer Report

ARRO Consulting provided a written report.

Authority Manager Report

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

Mr. Kapcsos informed the Board that Authority staff performed a Hydro Excavation to locate and identify the required materials needed to complete the disconnect of the existing water main on North Jacob Street; the disconnect took place today, April 16th which nine customers were placed in a Boil Advisory until two consecutive bacteria results are received from our lab.

Mr. Kapcsos provided an update on 33-35 water service installation: Mr. Kapcsos stated that Authority staff had met with the property owners to inform them that the Authority will absorb the cost of the water connection from the water main to the curb stop; the owners will be responsible to separate the plumbing within the two buildings.

Mr. Kapcsos informed the Board that Authority staff completed repairing the fourteen work orders that were generated from the first quarter's meter reading.

Mr. Kapcsos provided an update on the South Jacob Street Water Plant Start-Up: Mr. Kapcsos stated that Authority staff ran Well #3 to ensure that all equipment operates correctly with no issues identified; raw water sampling is scheduled for April 17th. Mr. Kapcsos also noted that Authority staff flushed and inspected the brine system at the water treatment plant. Mr. Kapcsos informed the Board that Authority staff and ARRO Consulting will be meeting this Friday to establish a plan to submit the permit application to PA DEP.

Mr. Kapcsos provided an update on the current Charles Springs Monitoring Requirements: Mr. Kapcsos stated that Authority staff installed a new level sensor and cable in the monitoring well.

Mr. Kapcsos informed the Board that PA DEP provided the final report for the inspection that was performed at the wastewater treatment plant on June 12, 2023; no violations were noted.

Mr. Kapcsos informed the Board that the final clarifier brush upgrade at the wastewater treatment plant was completed.

Mr. Kapcsos informed the Board that Authority staff is scheduled to meet with TE Connectivity regarding their industrial discharge to the sanitary sewer when they connect.

Mr. Kapcsos informed the Board that he met with all field staff, except supervisors, to discuss their annual evaluations.

Mr. Kapcsos provided an update on the water meter replacement project: Mr. Kapcsos stated that this round of meter replacements is now completed.

Mr. Kapcsos stated that all Authority staff are to be commended for their efforts put forth to keep our treatment plants operating in good standing while dealing with excessive precipitation last week.

Mr. Kapcsos informed the Board that he will be meeting with a graduate from Thaddeus Stevens to tour our wastewater treatment plant.

Mr. Kapcsos provided an update on the SRBC Well #3 Docket Renewal: Mr. Kapcsos stated that the docket renewal application is on SRBC's Notice of Public Hearing, scheduled for May 2nd.

Mr. Kapcsos provided an update on the storage building: Mr. Kapcsos stated that ARRO Consulting finalized building drawings and their structural engineer has started evaluating the renovations.

Mr. Kapcsos provided an update on the COVID-19 ARPA H2o PA Grants: Mr. Kapcsos stated that the Authority received and executed the agreements.

- Dystor Rehabilitation Project: No updates
- Fairview Street Water Main Replacement Project: Mr. Kapcsos stated that the surveying is complete and ARRO Consulting is currently working on the design.

Business Manager Report

Mrs. Fenicle informed the Board that she authorized the Authority's Trustee to perform the required transfers to pay bond and loan holders come May 1st. Mrs. Fenicle also noted that she was able to transfer \$200,000 to WBRI Fund in addition to the \$500,000 that was transferred in September 2023 and \$700,000 to the SBRI Fund.

Minutes of the Previous Meeting

A **MOTION** was made by Mr. Derr and a second by Mr. Melhorn to approve the March 19, 2024, meeting minutes as presented; motion carried.

Unfinished Business

There was no unfinished business to discuss.

New Business

A **MOTION** was made by Mr. Melhorn and a second by Mr. Derr to approve Resolution No. 7-24 for the Rapho Associates, L.P. Reimbursement Agreement for Rapho Business Park Sanitary Sewer Extension Project; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Melhorn to approve Eastern Environmental Contractors, Inc. for the WWTP Dystor Gas Holding System Rehabilitation Project and to authorize Authority Manager to execute the necessary documents related to this 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. Ruffini to approve the attached Requisition No. 22 as follows: \$33,715.83 for the Water Operating Fund and \$57,995.23 for the Sewer Operating Fund; motion carried.

Adjournment

There being no further business, a **MOTION** was made by Mr. Derr and seconded by Mr. Melhorn to adjourn. Motion carried and the meeting adjourned at 4:54 PM.

Respectfully submitted,

J. Michael Melhorn
Secretary

RESOLUTION NO. 9-24

**A RESOLUTION TO AMEND THE SURCHARGE
FORMULA AND SURCHARGE RATE FOR DISCHARGES
OF INDUSTRIAL WASTE**

For

MOUNT JOY BOROUGH AUTHORITY
21 EAST MAIN STREET
MOUNT JOY, PENNSYLVANIA 17552

May 2024



ARRO Consulting, Inc.
108 West Airport Road
Lititz, PA 17543

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RESOLUTION NO. 9-24
MOUNT JOY BOROUGH AUTHORITY

**A RESOLUTION TO AMEND THE SURCHARGE
FORMULA AND SURCHARGE RATES**

SECTION 1 - GENERAL PROVISIONS

1.1 Purpose and Policy

This Resolution sets forth a surcharge formula and surcharge rates for Industrial Waste discharges from Users and direct and indirect contributors to the Sewerage Facilities of the Authority. The authorization for such surcharges and rates is set forth in Section 7 of Mount Joy Borough Authority Industrial Waste Resolution.

This Resolution shall apply to the Authority and to all Users of the Authority's Sewerage Facilities including, but not limited to, Users by contract or agreement and unauthorized Users. Except as otherwise provided herein or by law, the Authority Administrator shall administrate, implement and enforce the provisions of this Resolution.

1.2 Short Title

The short title of this Resolution shall be the “Mount Joy Borough Authority Surcharge Rate Resolution.”

SECTION 2 - DEFINITIONS

The definitions in the Mount Joy Borough Authority Industrial Waste Resolution are incorporated herein by reference.

SECTION 3 - SURCHARGE FORMULA

3.1 Formula

The total surcharge shall equal the sum of each of the surcharges applicable to the waste in accordance with the formula below:

$$SC = \frac{8.34 \times Q \times (\text{Concentration of Parameter}^1 - \text{Allowable Concentration}) \times K}{1,000,000}$$

SC = Surcharge for parameter in dollars per day

Q = Flow in gallons per day

K = Surcharge factor for parameter

All concentrations shall be expressed in mg/l.

3.2 Example

Given Waste Information: Q = 27,000 gallons per day
BOD concentration in wastewater = 465 mg/l

Calculate the surcharge (SC).

Step 1:

Allowable BOD concentration = 290 mg/l
(from Mount Joy Borough Authority Industrial Waste Resolution)

K = \$0.7854 per pound (from Section 4 of this Resolution)

Step 2:

$$SC = \frac{8.34 \times 27,000 \times (465 - 290) \times 0.7854}{1,000,000}$$

SC = \$30.95 per day

Quarterly Surcharge Fee = 91.25 days/quarter x \$30.95/day
= \$2,824.19/quarter

¹ In Waste

SECTION 4 - SURCHARGE RATES

4.1 Cost Factors

<u>Parameter</u>	<u>Surcharge Cost Factor, K (Dollars/Pound)</u>
BOD	0.7854
Suspended Solids	0.4358
TKN	4.5006
Total Phosphorus	16.8086

Cost factors are established based on total plant loading for the targeted four pollutants treated in a year for year ending April 30, 2023, percent allocation of cost based on estimated effort of the WWTP and sewer system to handle the pollutant, and on sewer system actual expended costs for year ending April 30, 2023.² The strength of any sewage subject to surcharge shall be determined based upon sampling and analysis.

4.2 Settlements

Nothing in this Resolution or this section shall be construed to limit or deny the right of the Authority to such equitable or other remedies as may otherwise be available.

²Refer to Tables 1 and 2 for detailed surcharge calculations.

SECTION 5 - CONSTRUCTION AND SEVERABILITY

In the event any provisions, section, sentence, clause, or part of this Resolution shall be held to be invalid, illegal, or unconstitutional, such invalidity, illegality, or unconstitutionality shall not affect or impair any remaining provision, section, sentence, clause, or part of this Resolution, it being the intent of the Authority that such remainder shall remain in full force.

That all resolutions or parts of resolutions of the Mount Joy Borough Authority inconsistent with this Resolution be and the same are hereby repealed as of the effective date of this Resolution.

SECTION 6 - HEADINGS

The headings in this Resolution are solely for convenience and shall have no effect in the legal interpretation of any provision hereof.

SECTION 7 - EFFECTIVE DATE

This Resolution shall become effective immediately upon its adoption.

ADOPTED this 21st day of May, 2024

By: _____
Authority Chairperson

Attest:

Authority Secretary

Table 1 Calculations of Surcharge Rates

May 20022 to April 2023 Average WWTP Influent Concentrations			
<i>Average Flow</i>	=	824,288	GPD
<i>BOD₅</i>	=	194	mg/L
<i>TSS</i>	=	282	mg/L
<i>TP</i>	=	5.5	mg/L
<i>TKN</i>	=	40.0	mg/L
Annual Plant Loading			
<i>BOD₅</i>	=	484,738	Lbs.
<i>TSS</i>	=	704,591	Lbs.
<i>TP</i>	=	13,883	Lbs.
<i>TKN</i>	=	100,960	Lbs.
Proposed Surcharge Rates			
		<u>\$380,704</u>	
<i>BOD₅</i>	=	484,738	\$0.7854 /Lbs.
		<u>\$307,031</u>	
<i>TSS</i>	=	704,591	\$0.4358 /Lbs.
		<u>\$233,357</u>	
<i>TP</i>	=	13,883	\$16.8086 /Lbs.
		<u>\$454,377</u>	
<i>TKN</i>	=	100,960	\$4.5006 /Lbs.

Table 2 Allocation of Costs Per Pollutant

Item	Budget May 2022 - April 2023		Actual Expended Annual Cost May 2022 - April 2023		Hydraulic Loading		BOD5		TSS		Total Phosphorous		TKN		Others (O&G, Chlorination, etc.) ¹		%
					%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	
<u>Administrative</u>																	
Authority manager wage		\$45,532.70		\$45,392.76	25 %	11,348.19	20 %	9,078.55	15 %	6,808.91	10 %	4,539.28	25 %	11,348.19	5 %	2,269.64	100.0
Operations manager wage		\$39,480.82		\$39,366.74	25 %	9,841.69	20 %	7,873.35	15 %	5,905.01	10 %	3,936.67	25 %	9,841.69	5 %	1,968.34	100.0
Business manager wage		\$29,728.34		\$29,728.34	25 %	7,432.09	20 %	5,945.67	15 %	4,459.25	10 %	2,972.83	25 %	7,432.09	5 %	1,486.42	100.0
Admin Assistant		\$24,723.30		\$24,723.30	25 %	6,180.83	20 %	4,944.66	15 %	3,708.50	10 %	2,472.33	25 %	6,180.83	5 %	1,236.17	100.0
Authority Board Members		\$3,750.00		\$3,750.00	25 %	937.50	20 %	750.00	15 %	562.50	10 %	375.00	25 %	937.50	5 %	187.50	100.0
Pension		\$52,709.86		\$47,826.60	25 %	11,956.65	20 %	9,565.32	15 %	7,173.99	10 %	4,782.66	25 %	11,956.65	5 %	2,391.33	100.0
Water/Sewer Billing		\$15,000.00		\$14,409.82	100 %	14,409.82	0 %	-	0 %	-	0 %	-	0 %	-	0 %	-	100.0
Office Supplies		\$4,500.00		\$1,489.68	25 %	372.42	20 %	297.94	15 %	223.45	10 %	148.97	25 %	372.42	5 %	74.48	100.0
Communication Expense		\$5,000.00		\$3,089.04	25 %	772.26	20 %	617.81	15 %	463.36	10 %	308.90	25 %	772.26	5 %	154.45	100.0
Engineering		\$15,000.00		\$18,085.87	25 %	4,521.47	20 %	3,617.17	15 %	2,712.88	10 %	1,808.59	25 %	4,521.47	5 %	904.29	100.0
Trustee		\$1,500.00		\$1,500.00	25 %	375.00	20 %	300.00	15 %	225.00	10 %	150.00	25 %	375.00	5 %	75.00	100.0
Legal Expense		\$20,000.00		\$13,707.62	25 %	3,426.91	20 %	2,741.52	15 %	2,056.14	10 %	1,370.76	25 %	3,426.91	5 %	685.38	100.0
Liability/Worker's Comp insurance		\$43,000.00		\$33,646.98	25 %	8,411.75	20 %	6,729.40	15 %	5,047.05	10 %	3,364.70	25 %	8,411.75	5 %	1,682.35	100.0
Health Insurance		\$219,880.73		\$188,863.20	25 %	47,215.80	20 %	37,772.64	15 %	28,329.48	10 %	18,886.32	25 %	47,215.80	5 %	9,443.16	100.0
Buildling Rental / Reimbursement		\$10,000.00		\$9,680.38	25 %	2,420.10	20 %	1,936.08	15 %	1,452.06	10 %	968.04	25 %	2,420.10	5 %	484.02	100.0
Auditor Expense		\$19,000.00		\$18,930.00	25 %	4,732.50	20 %	3,786.00	15 %	2,839.50	10 %	1,893.00	25 %	4,732.50	5 %	946.50	100.0
Uniforms		\$3,000.00		\$1,585.55	25 %	396.39	20 %	317.11	15 %	237.83	10 %	158.56	25 %	396.39	5 %	79.28	100.0
Contracted Services'		\$15,000.00		\$12,499.13	25 %	3,124.78	20 %	2,499.83	15 %	1,874.87	10 %	1,249.91	25 %	3,124.78	5 %	624.96	100.0
Payroll Taxes		\$40,000.00		\$38,701.41	25 %	9,675.35	20 %	7,740.28	15 %	5,805.21	10 %	3,870.14	25 %	9,675.35	5 %	1,935.07	100.0
General Expense		\$2,500.00		\$2,640.72	25 %	660.18	20 %	528.14	15 %	396.11	10 %	264.07	25 %	660.18	5 %	132.04	100.0
Dues/Memberships		\$8,000.00		\$8,785.50	25 %	2,196.38	20 %	1,757.10	15 %	1,317.83	10 %	878.55	25 %	2,196.38	5 %	439.28	100.0
Training		\$3,500.00		\$2,165.00	25 %	541.25	20 %	433.00	15 %	324.75	10 %	216.50	25 %	541.25	5 %	108.25	100.0
Bank Charges		\$100.00		\$45.50	25 %	11.38	20 %	9.10	15 %	6.83	10 %	4.55	25 %	11.38	5 %	2.28	100.0
Advertising/Printing		\$5,000.00		\$4,392.11	25 %	1,098.03	20 %	878.42	15 %	658.82	10 %	439.21	25 %	1,098.03	5 %	219.61	100.0
					25 %	-	20 %	-	15 %	-	10 %	-	25 %	-	5 %	-	100.0
Sub-Total - Administrative		\$625,905.75		\$565,005.25		\$ 152,058.68		\$ 110,119.09		\$ 82,589.31		\$ 55,059.54		\$ 137,648.86		\$ 27,529.77	
<u>Collection</u>																	
Wages	\$	140,929.79	\$	138,725.20	95 %	131,788.94	0 %	-	0 %	-	0 %	-	0 %	-	5 %	6,936.26	100.0
Supplies	\$	2,500.00	\$	1,841.72	95 %	1,749.63	0 %	-	0 %	-	0 %	-	0 %	-	5 %	92.09	100.0
Utilities	\$	35,000.00	\$	31,906.11	95 %	30,310.80	0 %	-	0 %	-	0 %	-	0 %	-	5 %	1,595.31	100.0
Pump Stations	\$	66,000.00	\$	19,259.02	95 %	18,296.07	0 %	-	0 %	-	0 %	-	0 %	-	5 %	962.95	100.0
Meters	\$	35,000.00	\$	10,827.78	95 %	10,286.39	0 %	-	0 %	-	0 %	-	0 %	-	5 %	541.39	100.0
Repairs & Maintenance	\$	\$64,500.00	\$	45,590.69	95 %	43,311.16	0 %	-	0 %	-	0 %	-	0 %	-	5 %	2,279.53	100.0
Vehicle Expenses	\$	11,000.00	\$	10,362.56	95 %	9,844.43	0 %	-	0 %	-	0 %	-	0 %	-	5 %	518.13	100.0
General Expenses	\$	500.00	\$	287.48	95 %	273.11	0 %	-	0 %	-	0 %	-	0 %	-	5 %	14.37	100.0
Equipment Purchase	\$	4,700.00	\$	3,594.31	95 %	3,414.59	0 %	-	0 %	-	0 %	-	0 %	-	5 %	179.72	100.0
Sub-Total - Collection		\$360,129.79		\$ 262,394.87		\$ 249,275.13		\$ -		\$ -		\$ -		\$ -		\$ 13,119.74	
<u>Disposal & Treatment</u>																	
Wages	\$	273,678.47	\$	254,974.92	25 %	63,743.73	20 %	50,994.98	15 %	38,246.24	10 %	25,497.49	25 %	63,743.73	5 %	12,748.75	100.0
Bio-Solids Hauling	\$	50,000.00	\$	49,644.00	25 %	12,411.00	20 %	9,928.80	15 %	7,446.60	10 %	4,964.40	25 %	12,411.00	5 %	2,482.20	100.0
Testing	\$	25,000.00	\$	30,318.04	25 %	7,579.51	20 %	6,063.61	15 %	4,547.71	10 %	3,031.80	25 %	7,579.51	5 %	1,515.90	100.0
Chemicals	\$	230,000.00	\$	208,179.17	25 %	52,044.79	20 %	41,635.83	15 %	31,226.88	10 %	20,817.92	25 %	52,044.79	5 %	10,408.96	100.0
Lab and office supplied Supplies	\$	17,500.00	\$	19,572.24	25 %	4,893.06	20 %	3,914.45	15 %	2,935.84	10 %	1,957.22	25 %	4,893.06	5 %	978.61	100.0
Equipment Purchase/Tools	\$	4,000.00	\$	3,476.89	25 %	869.22	20 %	695.38	15 %	521.53	10 %	347.69	25 %	869.22	5 %	173.84	100.0
Utilities	\$	185,000.00	\$	174,043.52	25 %	43,510.88	20 %	34,808.70	15 %	26,106.53	10 %	17,404.35	25 %	43,510.88	5 %	8,702.18	100.0
Repairs & Maintenance	\$	159,500.00	\$	154,006.80	25 %	38,501.70	20 %	30,801.36	15 %	23,101.02	10 %	15,400.68	25 %	38,501.70	5 %	7,700.34	100.0
General Expense	\$	7,000.00	\$	20,398.61	25 %	5,099.65	20 %	4,079.72	15 %	3,059.79	10 %	2,039.86	25 %	5,099.65	5 %	1,019.93	100.0
Nutrient Credit Trading Costs	\$	\$0.00	\$	\$0.00	25 %	-	20 %	-	15 %	-	10 %	-	25 %	-	5 %	-	100.0
Vehicle Expense	\$	6,000.00	\$	8,257.80	25 %	2,064.45	20 %	1,651.56	15 %	1,238.67	10 %	825.78	25 %	2,064.45	5 %	412.89	100.0
Sub-Total Disposal & Treatment		\$957,678.47		\$ 922,871.99		\$ 230,718.00		\$ 184,574.40		\$ 138,430.80		\$ 92,287.20		\$ 230,718.00		\$ 46,143.60	

Item	Budget May 2022 - April 2023	Actual Expended Annual Cost May 2022 - April 2023	Hydraulic Loading		BOD5		TSS		Total Phosphorous		TKN		Others (O&G, Chlorination, etc.) ¹		%
			%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	
Other Expense															
Compensated Abscees Expense	\$0.00	(\$1,070.00)	50	\$ (535.00)	10	\$ (107.00)	10	\$ (107.00)	10	\$ (107.00)	10	\$ (107.00)	10	\$ (107.00)	100.0
Interest Expense	\$0.00	\$92,858.00	50	\$ 46,429.00	10	\$ 9,285.80	10	\$ 9,285.80	10	\$ 9,285.80	10	\$ 9,285.80	10	\$ 9,285.80	100.0
Depreciation Expense	\$0.00	\$767,481.00	50	\$ 383,740.50	10	\$ 76,748.10	10	\$ 76,748.10	10	\$ 76,748.10	10	\$ 76,748.10	10	\$ 76,748.10	100.0
Amortization	\$0.00	\$836.00	50	\$ 418.00	10	\$ 83.60	10	\$ 83.60	10	\$ 83.60	10	\$ 83.60	10	\$ 83.60	100.0
Transfer to Sewer Operating Checking Account ²	\$0.00	\$1,826,130.00	50	\$ 913,065.00	10	\$ 182,613.00	10	\$ 182,613.00	10	\$ 182,613.00	10	\$ 182,613.00	10	\$ 182,613.00	100.0
Transfer to Sewer BRI Fund	\$0.00	\$550,000.00	50	\$ 275,000.00	10	\$ 55,000.00	10	\$ 55,000.00	10	\$ 55,000.00	10	\$ 55,000.00	10	\$ 55,000.00	100.0
Sub-Total Other Expense	\$0.00	\$3,236,235.00		\$ 1,618,117.50		\$ 323,623.50		\$ 323,623.50		\$ 323,623.50		\$ 323,623.50		\$ 323,623.50	
Recapitulation															
Administrative	\$ 625,905.75	\$ 565,005.25		\$ 152,058.68		\$ 110,119.09		\$ 82,589.31		\$ 55,059.54		\$ 137,648.86		\$ 27,529.77	
Collection	\$ 360,129.79	\$ 262,394.87		\$ 249,275.13		\$ -		\$ -		\$ -		\$ -		\$ 13,119.74	
Disposal & Treatment	\$ 957,678.47	\$ 922,871.99		\$ 230,718.00		\$ 184,574.40		\$ 138,430.80		\$ 92,287.20		\$ 230,718.00		\$ 46,143.60	
Other Expense	\$ -	\$ 3,236,235.00		\$ 1,618,117.50		\$ 323,623.50		\$ 323,623.50		\$ 323,623.50		\$ 323,623.50		\$ 323,623.50	
TOTAL	\$ 1,943,714.01	\$ 4,986,507.11		\$ 2,250,169.30		\$ 618,316.98		\$ 544,643.61		\$ 470,970.24		\$ 691,990.36		\$ 410,416.61	
Total Excluding Transfer to Sewer Operating Checking Account and Transfer to Sewer BRI Fund	\$ 1,943,714.01	\$ 2,610,377.11		\$ 1,062,104.30		\$ 380,703.98		\$ 307,030.61		\$ 233,357.24		\$ 454,377.36		\$ 172,803.61	
Total % allocated to each pollutant				45%		12%		11%		9%		14%		8%	

Note 1: This category includes cost of treatment for all other parameters including fecal coliform, pH, dissolved oxygen, and chlorine residual.

Note 2: This was excluded from surcharge determination. This was assumed to be a one time charge that was not listed in planned fiscal year budget

RESOLUTION NO: 10-24

MOUNT JOY BOROUGH AUTHORITY
LANCASTER COUNTY, PENNSYLVANIA

**AMENDING THE MOUNT JOY BOROUGH AUTHORITY
457(B) PLAN**

WHEREAS, the Mount Joy Borough Authority Board has previously adopted the Mount Joy Borough Authority 457(b) Plan with a restatement effective date of January 1, 2023; and

WHEREAS, the Basic Plan Document, Section 9.01, states that the Authority is permitted to amend such Plan; and

WHEREAS, the Board of the Authority desires to amend Section 11, Item b.3. of the Plan’s Adoption Agreement with regard to Nonelective Contribution eligibility conditions as follows:

Service requirement is one year of continuous service for Nonelective Contributions (waived for salaried employees hired on or after May 1, 2024) and 1 month of continuous service for Elective Deferral Contributions.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The Board of the Authority hereby amends the Mount Joy Borough Authority 457(b) Plan Adoption Agreement, Section 11, Item b.3 as outlined above.

Section 2. This Resolution shall take effect immediately.

RESOLVED and ADOPTED this 21st day of May, 2024 by the Board of the Authority in lawful session duly assembled.

MOUNT JOY BOROUGH AUTHORITY

ATTEST:

By: _____

By: _____

Name: Paul F. Ruffini

Name: John D. Rebman

Title: Asst. Secretary

Title: Chairman

(Seal)



MOUNT JOY BOROUGH AUTHORITY
P.O. BOX 25
MOUNT JOY, PA 17552
INCORPORATED 1948

TELEPHONE: (717) 653-5938
FAX: (717) 653-6680

WATER OPERATING REQUISITION NO.: 2

DATE: May 21, 2024

Fulton Bank, National Association
P.O. Box 4887
Lancaster, PA 17604

Gentlemen:

You are hereby requested to make a disbursement of funds from the Revenue Fund under the Trust Indenture dated May 1, 1993, between the Mount Joy Borough Authority and your bank as Trustee, for the purpose and in the amounts set forth on the succeeding page.

We certify that the amounts listed on the succeeding page are now due and unpaid and that such indebtedness has been incurred for the purpose set forth in Article VI, Section 6.01 and 6.02. We further certify that the monies to be withdrawn are in compliance with the provisions of said indenture.

MOUNT JOY BOROUGH AUTHORITY

TREASURER

ARRO CONSULTING, INC., Consulting Engineer, in accordance with Section 6.02 of the Trust Indenture, DOES HEREBY APPROVE this requisition, and CERTIFIES that the aggregate of the amounts requisitioned, plus those previously requisitioned during the current fiscal year, do not exceed the amount of the current fiscal year budget approved by the Authority as provided for in Section 9.07 of the Trust Indenture.

ARRO CONSULTING, INC.

CONSULTING ENGINEER

AMOUNT OF PREVIOUS REQUISITIONS:	\$	<u>127,503.97</u>		
TOTAL AMOUNT OF THIS REQUISITION:	\$	19,459.02	Payroll	Acct. 21544
	\$	50,252.60	Expenses	Acct. 21510
	\$	<u>69,711.62</u>	Total	
TOTAL AMOUNT REQUISITIONED TO DATE:	\$	<u>197,215.59</u>		
TOTAL CURRENT FISCAL YEAR APPROVED BUDGET:	\$	<u>3,384,936.16</u>		

Payroll Journal Entry
 Payroll # 10

Water Fund

Debit	06.448.702	Water Wages	\$	9,968.07	Kling, Shawn, Dave, Jason
	06.449.752	Construction Crew Wages	\$	3,343.91	Jim, Chris, Ryan, Leon, Rory, Caleb (Split)
	06.400.782	Authority Manager	\$	1,817.31	Kapcsos (Split)
	06.400.783	Operations Manager	\$	-	Vacant
	06.400.784	Business Manager	\$	1,250.00	Angie (Split)
	06.400.785	Administrative Assistant	\$	1,134.01	Lindsey (Split)
	06.400.790	Board Members	\$	312.50	Members paid per month (Split) (Pay closest to 1st Tuesday)
	06.400.804	Employer Taxes	\$	1,369.35	Split
	06.400.804	ADP Invoice	\$	91.33	Split
	06.400.791	Employer 457B Contribution	\$	172.54	Chris, Rory, Paisun
		TOTAL	\$	19,459.02	

Mount Joy Authority

Check Register - Water Operating Fund

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Total	Post Date	Status
5010	Accounts Payable	Computer Check	05/08/2024	JASON BOWERS	\$0.00	\$125.00	(\$125.00)	05/08/2024	Outstanding
5011	Accounts Payable	Computer Check	05/08/2024	PPL	\$0.00	\$218.28	(\$343.28)	05/08/2024	Outstanding
5012	Accounts Payable	Computer Check	05/08/2024	SCOTT KLING	\$0.00	\$137.60	(\$480.88)	05/08/2024	Outstanding
5013	Accounts Payable	Computer Check	05/08/2024	SERVICE SUPPLY CORP	\$0.00	\$110.88	(\$591.76)	05/08/2024	Outstanding
5014	Accounts Payable	Computer Check	05/08/2024	CAPITAL ONE TRADE CREDIT	\$0.00	\$542.32	(\$1,134.08)	05/08/2024	Outstanding
5015	Accounts Payable	Computer Check	05/21/2024	AIRGAS USA LLC	\$0.00	\$38.90	(\$1,172.98)	05/21/2024	Outstanding
5016	Accounts Payable	Computer Check	05/21/2024	AMS	\$0.00	\$77.56	(\$1,250.54)	05/21/2024	Outstanding
5017	Accounts Payable	Computer Check	05/21/2024	ASCENSUS	\$0.00	\$432.50	(\$1,683.04)	05/21/2024	Outstanding
5018	Accounts Payable	Computer Check	05/21/2024	BRIGHTSPEED	\$0.00	\$241.43	(\$1,924.47)	05/21/2024	Outstanding
5019	Accounts Payable	Computer Check	05/21/2024	CAPITAL BLUE CROSS	\$0.00	\$18,103.29	(\$20,027.76)	05/21/2024	Outstanding
5020	Accounts Payable	Computer Check	05/21/2024	CHEMICAL EQUIPMENT LABS IN	\$0.00	\$6,456.78	(\$26,484.54)	05/21/2024	Outstanding
5021	Accounts Payable	Computer Check	05/21/2024	COMMONWEALTH OF PENNSYL	\$0.00	\$50.00	(\$26,534.54)	05/21/2024	Outstanding
5022	Accounts Payable	Computer Check	05/21/2024	CONCENTRA OCCUPATIONAL H	\$0.00	\$109.00	(\$26,643.54)	05/21/2024	Outstanding
5023	Accounts Payable	Computer Check	05/21/2024	CORE & MAIN	\$0.00	\$3,775.00	(\$30,418.54)	05/21/2024	Outstanding
5024	Accounts Payable	Computer Check	05/21/2024	CRYSTAL SPRINGS	\$0.00	\$58.95	(\$30,477.49)	05/21/2024	Outstanding
5025	Accounts Payable	Computer Check	05/21/2024	E-TOWN AUTO PARTS	\$0.00	\$180.99	(\$30,658.48)	05/21/2024	Outstanding
5026	Accounts Payable	Computer Check	05/21/2024	GUTTMAN ENERGY INC.	\$0.00	\$471.52	(\$31,130.00)	05/21/2024	Outstanding
5027	Accounts Payable	Computer Check	05/21/2024	HACH COMPANY	\$0.00	\$587.82	(\$31,717.82)	05/21/2024	Outstanding
5028	Accounts Payable	Computer Check	05/21/2024	HARBOR FREIGHT TOOLS USA, I	\$0.00	\$179.99	(\$31,897.81)	05/21/2024	Outstanding
5029	Accounts Payable	Computer Check	05/21/2024	IVES EQUIPMENT CORPORATIOI	\$0.00	\$1,375.00	(\$33,272.81)	05/21/2024	Outstanding
5030	Accounts Payable	Computer Check	05/21/2024	MOBILE WORKS, LLC.	\$0.00	\$800.00	(\$34,072.81)	05/21/2024	Outstanding
5031	Accounts Payable	Computer Check	05/21/2024	PPL	\$0.00	\$6,542.91	(\$40,615.72)	05/21/2024	Outstanding
5032	Accounts Payable	Computer Check	05/21/2024	R/W CONNECTION, INC.	\$0.00	\$132.07	(\$40,747.79)	05/21/2024	Outstanding
5033	Accounts Payable	Computer Check	05/21/2024	SCOTT KLING	\$0.00	\$109.35	(\$40,857.14)	05/21/2024	Outstanding
5034	Accounts Payable	Computer Check	05/21/2024	SUBURBAN TESTING LABS, INC	\$0.00	\$6,187.60	(\$47,044.74)	05/21/2024	Outstanding
5035	Accounts Payable	Computer Check	05/21/2024	SUSQUEHANNA MUNICIPAL TRI	\$0.00	\$3,105.12	(\$50,149.86)	05/21/2024	Outstanding
5036	Accounts Payable	Computer Check	05/21/2024	UGI UTILITIES, INC.	\$0.00	\$102.74	(\$50,252.60)	05/21/2024	Outstanding

Summary by Transaction Type

Total Deposits:	\$0.00
Less Payments by Transaction Type:	
Computer Check	(\$50,252.60)
Total Payments:	(\$50,252.60)
Adjustments:	
Payment Adjustments	\$0.00
Deposit Adjustments	\$0.00
Total Adjustments:	\$0.00
Total Change in Register Balance:	(\$50,252.60)



MOUNT JOY BOROUGH AUTHORITY

P.O. BOX 25

MOUNT JOY, PA 17552

INCORPORATED 1948

TELEPHONE: (717) 653-5938

FAX: (717) 653-6680

SEWER OPERATING REQUISITION NO.: 2

DATE: May 21, 2024

Fulton Bank, National Association
P.O. Box 4887
Lancaster, PA 17604

Gentlemen:

You are hereby requested to make a disbursement of funds from the Revenue Fund under the Trust Indenture dated November 15, 1996 (the "Indenture"), between the Mount Joy Borough Authority and your bank as Trustee, for the purpose and in the amounts set forth on the attached Schedule "A".

We certify that (i) the amounts listed on the succeeding page are now due and unpaid and that such indebtedness has been incurred for the purpose set forth in paragraphs (a) and (b) of Section 6.1 of the Indenture or paragraph (a) of Section 6.3 of the Indenture; (ii) the aggregate of the amounts requisitioned, plus those previously requisitioned during the current fiscal year, do not exceed the amount of the current fiscal year budget approved by the Authority as provided in Section 9.10 of the Indenture; and (iii) the monies to be withdrawn are in compliance with the provisions of said Indenture.

MOUNT JOY BOROUGH AUTHORITY

AUTHORIZED OFFICER

AMOUNT OF PREVIOUS REQUISITIONS:	\$	<u>156,881.34</u>		
TOTAL AMOUNT OF THIS REQUISITION:	\$	21,165.00	Payroll	Acct. 21544
	\$	44,153.69	Expenses	Acct. 21536
	\$	<u>65,318.69</u>	Total	
TOTAL AMOUNT REQUISITIONED TO DATE:	\$	<u>222,200.03</u>		
TOTAL CURRENT FISCAL YEAR APPROVED BUDGET:	\$	<u>3,510,568.75</u>		

Payroll Journal Entry
Payroll # 10

Sewer Fund

Debit	08.429.730	Sewer Wages		\$ 11,674.08	Gary, Rex, Paisun, Susan, James
	08.428.710	Construction Crew Wages		\$ 3,343.91	Jim, Chris, Ryan, Randal, Rory, Caleb (Split)
	08.400.782	Authority Manager		\$ 1,817.31	Kapcsos (Split)
	08.400.783	Operations Manager		\$ -	Vacant
	08.400.784	Business Manager		\$ 1,250.00	Angie (Split)
	08.400.785	Administrative Assistant		\$ 1,134.00	Lindsey (Split)
	08.400.790	Board Members		\$ 312.50	Members paid per month (Split) (Pay closest to 1st Tuesday)
	08.400.804	Employer Taxes		\$ 1,369.34	Split
	08.400.804	ADP Invoice		\$ 91.33	Split
	08.400.791	Employer 457B Contribution		\$ 172.53	Chris, Rory, Paisun
		TOTAL		\$ 21,165.00	

Mount Joy Authority

Check Register - Sewer Operating Fund

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Total	Post Date	Status
5270	Accounts Payable	Computer Check	05/08/2024	JASON BOWERS	\$0.00	\$125.00	(\$125.00)	05/08/2024	Outstanding
5271	Accounts Payable	Computer Check	05/08/2024	PPL	\$0.00	\$305.93	(\$430.93)	05/08/2024	Outstanding
5272	Accounts Payable	Computer Check	05/08/2024	SCOTT KLING	\$0.00	\$137.60	(\$568.53)	05/08/2024	Outstanding
5273	Accounts Payable	Computer Check	05/21/2024	AIRGAS USA LLC	\$0.00	\$116.69	(\$685.22)	05/21/2024	Outstanding
5274	Accounts Payable	Computer Check	05/21/2024	AMS	\$0.00	\$77.56	(\$762.78)	05/21/2024	Outstanding
5275	Accounts Payable	Computer Check	05/21/2024	ASCENSUS	\$0.00	\$432.50	(\$1,195.28)	05/21/2024	Outstanding
5276	Accounts Payable	Computer Check	05/21/2024	CAPITAL BLUE CROSS	\$0.00	\$18,103.29	(\$19,298.57)	05/21/2024	Outstanding
5277	Accounts Payable	Computer Check	05/21/2024	CONCENTRA OCCUPATIONAL H	\$0.00	\$109.00	(\$19,407.57)	05/21/2024	Outstanding
5278	Accounts Payable	Computer Check	05/21/2024	CORE & MAIN	\$0.00	\$3,775.00	(\$23,182.57)	05/21/2024	Outstanding
5279	Accounts Payable	Computer Check	05/21/2024	CRYSTAL SPRINGS	\$0.00	\$140.89	(\$23,323.46)	05/21/2024	Outstanding
5280	Accounts Payable	Computer Check	05/21/2024	EAGLE FLAG & SUPPLY	\$0.00	\$186.00	(\$23,509.46)	05/21/2024	Outstanding
5281	Accounts Payable	Computer Check	05/21/2024	E-TOWN AUTO PARTS	\$0.00	\$180.99	(\$23,690.45)	05/21/2024	Outstanding
5282	Accounts Payable	Computer Check	05/21/2024	FISHER SCIENTIFIC	\$0.00	\$496.16	(\$24,186.61)	05/21/2024	Outstanding
5283	Accounts Payable	Computer Check	05/21/2024	GUTTMAN ENERGY INC.	\$0.00	\$355.94	(\$24,542.55)	05/21/2024	Outstanding
5284	Accounts Payable	Computer Check	05/21/2024	HACH COMPANY	\$0.00	\$213.57	(\$24,756.12)	05/21/2024	Outstanding
5285	Accounts Payable	Computer Check	05/21/2024	HARBOR FREIGHT TOOLS USA, I	\$0.00	\$89.97	(\$24,846.09)	05/21/2024	Outstanding
5286	Accounts Payable	Computer Check	05/21/2024	LEFFLER ENERGY	\$0.00	\$707.74	(\$25,553.83)	05/21/2024	Outstanding
5287	Accounts Payable	Computer Check	05/21/2024	MOBILE WORKS, LLC.	\$0.00	\$3,000.00	(\$28,553.83)	05/21/2024	Outstanding
5288	Accounts Payable	Computer Check	05/21/2024	MOUNT JOY SOLAR POWER LLC	\$0.00	\$6,402.42	(\$34,956.25)	05/21/2024	Outstanding
5289	Accounts Payable	Computer Check	05/21/2024	PPL	\$0.00	\$455.65	(\$35,411.90)	05/21/2024	Outstanding
5290	Accounts Payable	Computer Check	05/21/2024	SCOTT KLING	\$0.00	\$109.35	(\$35,521.25)	05/21/2024	Outstanding
5291	Accounts Payable	Computer Check	05/21/2024	SHARE CORPORATION	\$0.00	\$2,107.69	(\$37,628.94)	05/21/2024	Outstanding
5292	Accounts Payable	Computer Check	05/21/2024	SUBURBAN TESTING LABS, INC	\$0.00	\$2,633.00	(\$40,261.94)	05/21/2024	Outstanding
5293	Accounts Payable	Computer Check	05/21/2024	SUSQUEHANNA MUNICIPAL TRI	\$0.00	\$3,105.13	(\$43,367.07)	05/21/2024	Outstanding
5294	Accounts Payable	Computer Check	05/21/2024	UGI UTILITIES, INC.	\$0.00	\$68.62	(\$43,435.69)	05/21/2024	Outstanding
5295	Accounts Payable	Computer Check	05/21/2024	VECTOR SECURITY	\$0.00	\$718.00	(\$44,153.69)	05/21/2024	Outstanding

Summary by Transaction Type

Total Deposits:	\$0.00
Less Payments by Transaction Type:	
Computer Check	(\$44,153.69)
Total Payments:	(\$44,153.69)
Adjustments:	
Payment Adjustments	\$0.00
Deposit Adjustments	\$0.00
Total Adjustments:	\$0.00
Total Change in Register Balance:	(\$44,153.69)