

Mount Joy Borough Authority
Pre-Authority Meeting
May 21, 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, and Mr. Ruffini. Also, present were Angie Fenicle, Scott Kapcsos, and Zach Dennis and Mike Davis from Barley Snyder. Mr. Metzler and Mr. Melhorn were absent. Chairman Rebman called the meeting to order at 4 PM.

Public Input Period

There was no one present from the public.

Presentation by Crabtree Rohrbaugh & Associates

Mr. Todd Vukmanic presented to the Authority Board and staff the proposed plans and timeline for the construction of the new administration building for the Borough and Authority. Mr. Josh Deering was present on behalf of the Building Ad Hoc Committee.

Consulting Engineer Report

ARRO Consulting provided a written report.

Mr. Kapcsos added that a walk through was performed today for Good Country Fruit; Authority staff is looking to finalize the deed of dedication for the Authority Board to approve at the next meeting.

Authority Manager Report

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

Mr. Kapcsos informed the Board that Authority staff is currently performing final blacktop restoration for the North Jacob Street Water Main Replacement project.

Mr. Kapcsos informed the Board that Authority staff performed wet well cleaning maintenance at all sewer pump stations as well as springtime maintenance and mulching at all facilities.

Mr. Kapcsos informed the Board that Authority staff met with ARRO Consulting to perform updates to the water and sewer atlases. Mr. Kapcsos noted that the new wall maps were received, and staff is working on getting them distributed and displayed.

Mr. Kapcsos informed the Board that SRBC completed a compliance inspection at both water plants, all wells and Charles springs with no issues identified.

Mr. Kapcsos informed the Board that Authority staff is currently preparing Carmany Road Water Plant for the remainder of the epoxy floor installation; the contractor is expected to start on May 20th.

Mr. Kapcsos provided updates on employees: Mr. Kapcsos stated that Mr. Paisun Harris is scheduled to take his CDL training and testing the week of May 20th. Mr. Kapcsos stated that Mr. James Parker has been placed into the weekly on-call schedule and is scheduled to perform his first weekend May 18th and 19th.

Mr. Kapcsos provided an update on the sewer lateral camera: Mr. Kapcsos stated that Exeter Supply provided a quote for the required repairs and upgrades at approximately \$5,000 which includes, repairs to the camera head, new viewing screen, and a battery operation option.

Mr. Kapcsos informed the Board that Authority staff and Garden Spot Electric troubleshot an issue at the Fairview Pump Station with an HOA switch, a contactor for one of the pumps and the float system. Mr. Kapcsos stated that the switch and contactor were repaired, and a proposal was provided by Garden Spot Electric to upgrade the float system of which Authority staff executed and the work is scheduled within the next two weeks.

Mr. Kapcsos informed the Board that Authority staff discovered that the alum was not reaching its destination and after research identified a pipe leak of which a temporary line was installed to transfer the alum to the aeration tank. Mr. Kapcsos stated that upon finding this leak, a water leak was also discovered. It was noted that both leaks are currently being repaired.

Mr. Kapcsos informed the Board that Mr. Doug DeClerck has performed the final inspection on the hydropillar roof water tank; it was noted that it has passed inspection.

Mr. Kapcsos provided an update on the South Jacob Street Water Plant Start-Up: Mr. Kapcsos stated that Authority staff and ARRO Consulting met to discuss the submission of the permit application to PA DEP. Mr. Kapcsos stated that the email was sent today and an on-site meeting is scheduled for June 4th, which is part of the permit application process.

Mr. Kapcsos provided an update on the SRBC Well #3 Docket Renewal: Mr. Kapcsos stated that the docket renewal application is on SRBC's meeting agenda for approval.

Mr. Kapcsos provided an update on the Little Chiques Streambank Project: Mr. Kapcsos stated that he met with Mr. Mark Pugliese, Borough Manager, to discuss comments provided by the Authority's solicitor in regards to their request. Mr. Kapcsos noted that Mr. Pugliese will discuss the conversation with their solicitor and updated agreements will be provided for review.

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: Mr. Kapcsos noted that the pre-construction meeting is scheduled for May 29th.
- Fairview Street Water Main Replacement Project: No Updates

Mr. Kapcsos provided an update on the Rapho Industrial Park Sewer Line Installation: Mr. Kapcsos stated that Authority staff continues to communicate with the property owners, and they are in receipt of their connection permit to provide signature and payment.

Mr. Kapcsos informed the Board that Authority staff will start to work on getting updated pictures for the annual report and will be looking to take the Authority Board's picture on June 18th.

Mr. Kapcsos thanked the Board for allowing Authority staff to participate in the Make-A-Wish Convoy.

Assistant Authority Manager

Mr. Dennis had nothing to report.

Business Manager Report

Mrs. Fenicle provided an update on the past due accounts since May 7th meeting; there was \$44,283 collected of the \$205,212 AR balance bringing the outstanding balance to \$160,929. Mr. Fenicle noted that this is a normal quarterly pattern as there are customers who pay their invoices late.

Minutes of the Previous Meeting

A **MOTION** was made by Mr. Ruffini and a second by Mr. Derr to approve the April 16, 2024, meeting minutes as presented; motion carried.

Unfinished Business

Mr. Kapcsos mentioned that he will be on vacation from May 22nd through May 28th.

New Business

A **MOTION** was made by Mr. Ruffini and a second by Mr. Derr to approve Resolution No. 9-24 to amend the Surcharge Rates for Discharges of Industrial Waste; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Ruffini to approve Resolution 10-24 to amend Section 11, Item b.3 of the 457B Defined Contribution Plan ; 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. 2 as follows: \$69,711.62 for the Water Operating Fund and \$65,318.69 for the Sewer Operating Fund; motion carried.

Adjournment

There being no further business, a **MOTION** was made by Mr. Ruffini and seconded by Mr. Derr to adjourn. Motion carried and the meeting adjourned at 4:48 PM.

Respectfully submitted,

Paul F. Ruffini
Assistant Secretary