

Mount Joy Borough Authority
Pre-Authority
November 15, 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 T-Mobile antenna upgrade: Mr. Ardini stated that he received a response from T-Mobile's contractor and requested Minoan's contact information and noted that they will be on site to clean up the premises.

Mr. Ardini provided an update on the vacant employment positions: Mr. Ardini stated that a few applications were received via the online site regarding the Wastewater Chief Plant Operator, and he noted that two interviews were scheduled for this week. Mr. Ardini noted that he has yet to receive any qualified applications for the Water Chief Plant Operator.

Mr. Ardini informed the Board that he met with all the employees to discuss and distribute the new employee handbook. Mr. Ardini noted that there were some discussion points and all questions have been answered.

Mr. Ardini informed the Board that he had not received any other inquiries for the expired term of J. Michael Melhorn. Mr. Ardini noted that he will move forward and submit a letter to Borough Council requesting reappointment for Mr. Melhorn to the Authority Board for a five-year term.

Mr. Ardini discussed a personnel disciplinary action with one of the employees who was placed on a five-day suspension and will then be placed on one year probation.

Operations Manager Report

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

Mr. Kapcsos informed the Board that the yearly filter evaluations were completed and currently are waiting on the reports.

Mr. Kapcsos informed the Board that Authority staff will be attending a training seminar performed by PA DEP regarding the new lead and copper rule revisions, implemented by EPA on November 30th. Mr. Kapcsos noted that they are encouraging each municipality to submit an inventory listing of all water service lines.

Mr. Kapcsos informed the Board that an employee was in a minor accident which involved two Authority vehicles at the sewer plant, no injuries were reported. Mr. Kapcsos noted that the trucks will be taken to Barton's Body Shop for estimates.

Mr. Kapcsos provided an update on the ARPA H2O Water Supply and Sanitary Sewer Project Program Grant: Mr. Kapcsos stated that ARRO Consulting has provided three cost opinions for the grant applications with some corrections to be made; when the revision is received, staff will review prior to submission with application.

Mr. Kapcsos provided an update on the Kamstrup meter replacement: Mr. Kapcsos noted that rounds seven, eight and nine totaling 201 of 205 meters has been scheduled or completed. Mr. Kapcsos stated that round ten has been

selected totaling 179 meters on Donegal Springs Road, East Donegal Street, Florin Avenue, Glenn Avenue, West Donegal Street, Union School Road, Sunset Avenue, Musser Road and Matin Avenue.

Business Manager Report

Mrs. Fenicle informed the Board that the Authority received the completed GASB report from DB&Z and has forwarded to Trout, CPA to complete the drafts of the 2022 audit.

Minutes of the Previous Meeting

A **MOTION** was made by Mr. Metzler and a second by Mr. Derr to approve the October 18, 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. Melhorn and a second by Mr. Ruffini to approve the attached Requisition No. 12 as follows: \$31,503.36 for the Water Operating Fund and \$69,637.24 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 4:45 PM.

Respectfully submitted,

J. Michael Melhorn
Secretary