



**Mount Joy Borough Authority
Pre-Authority Meeting Agenda
4:00 PM, November 15, 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 October 18, 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. 12 for the Water Operating Fund in the amount of \$31,503.36 and Sewer Operating Fund in the amount of \$69,637.24.
10. Meetings and dates of importance

A.. Tuesday, December 6, 2022	Regular Monthly Meeting – 4 PM
B. Tuesday, December 20, 2022	Pre-Authority Meeting – 4 PM
C. Tuesday, January 3, 2023	Regular Monthly Meeting – 4 PM
D. Tuesday, January 17, 2023	Pre-Authority Meeting – 4 PM
11. Adjournment

If you are a person that requires accommodations to participate, please contact Authority staff to discuss how we may best accommodate your needs.

Mount Joy Borough Authority
Pre-Authority
October 18, 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, and Mr. Melhorn. Also, present were Angie Fenicle, Joe Ardini and Scott Kapcsos, and Mike Davis from Barley Snyder. Mr. Ruffini 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 the T-Mobile antenna upgrade: Mr. Ardini stated that the inspection was canceled due to the weather and was rescheduled for Thursday, October 20th. Mr. Ardini also noted that Comcast will be installing an internet connection for T-Mobile and will utilize the existing conduit from the street.

Mr. Ardini informed the Board that the Authority has finally received the invoice from PennDOT relating to the Rt 772 Marietta Avenue resurfacing project. Mr. Ardini noted that this invoice will be paid from the Water and Sewer Bond Redemption and Improvement Funds as noted on the attached requisitions.

Mr. Ardini informed the Board that a resignation letter was received from the Chief Wastewater Plant Operator, Dennis Hardman and noted his last day will be on October 28th. Mr. Ardini stated that he will move forward to post the position within the company and then proceed to publicly advertise if no interest.

Mr. Ardini informed the Board that a representative from Susquehanna Municipal Trust was present to perform the annual safety inspection at all the facilities. Mr. Ardini stated that the representative noted that guards need to be installed on the three effluent pumps at the wastewater treatment plant. Mr. Ardini stated that guards are typically on the pumps however, maintenance was being performed and the guards were creating an issue performing the maintenance and were removed temporarily. Mr. Ardini noted that the guards will be re-installed.

Operations Manager Report

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

Mr. Kapcsos provided an update on the Kamstrup meter replacement: Mr. Kapcsos noted that customers are responding rather quickly, and staff is making great progress. Mr. Kapcsos noted that round six totaling 36 meters has been completed and round seven is almost complete with 55 scheduled or completed. Mr. Kapcsos stated that round eight has been selected totaling 82 meters on N. Angle Street, Hill Street, N. Market Avenue, N. Plum Street, Peach Alley, Pink Alley and Water Street. Mr. Kapcsos also informed the Board that staff will be replacing 40 meters at Mount Joy Country Homes the week of Nov 14th.

Mr. Kapcsos informed the Board that the gentleman that was performing community service has completed his duties and was able to complete 30 hydrants.

Business Manager Report

Mrs. Fenicle had nothing to report.

Minutes of the Previous Meeting

A **MOTION** was made by Mr. Metzler and a second by Mr. Derr to approve the September 20, 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

Mr. Ardini noted that Mr. Melhorn's term on the Board will expire 1/1/2023. Mr. Ardini asked Mr. Melhorn if he had interest in serving another term of five years; Mr. Melhorn replied yes. Mr. Melhorn will draft a letter to Borough Council asking for re-appointment to the Authority Board.

Authorization to Pay Bills

A **MOTION** was made by Mr. Metzler and a second by Mr. Melhorn to approve the attached Requisition No. 10 as follows: \$45,744.03 for the Water Operating Fund and \$62,019.50 for the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Metzler to approve the attached Requisition WBRI 22-15 from the Water Bond Redemption and Improvement Fund in the amount of \$1,674.66; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Melhorn to approve the attached Requisition SBRI 22-11 from the Sewer Bond Redemption and Improvement Fund in the amount of \$9,732.50; motion carried.

Adjournment

There being no further business, a **MOTION** was made by Mr. Metzler and seconded by Mr. Derr to adjourn. Motion carried and the meeting adjourned at 4:34 PM.

Respectfully submitted,

J. Michael Melhorn
Secretary



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.: 12

DATE: November 15, 2022

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>736,801.21</u>		
TOTAL AMOUNT OF THIS REQUISITION:	\$	16,913.79	Payroll	Acct. 21544
	\$	<u>14,589.57</u>	Expenses	Acct. 21510
	\$	<u><u>31,503.36</u></u>	Total	
TOTAL AMOUNT REQUISITIONED TO DATE:	\$	<u>768,304.57</u>		
TOTAL CURRENT FISCAL YEAR APPROVED BUDGET:	\$	<u>3,023,885.95</u>		

Payroll Journal Entry
 Payroll # 22

Water Fund

Debit	06.448.702	Water Wages	\$	4,039.44	Kling, Zach, Shawn
	06.449.752	Construction Crew Wages	\$	5,626.29	Jim, Jason, Chris, Ryan, Leon, Rory (Split)
	06.400.782	Authority Manager	\$	1,751.26	Joe (Split)
	06.400.783	Operations Manager	\$	1,518.50	Kapcosos (Split)
	06.400.784	Business Manager	\$	1,143.40	Angie (Split)
	06.400.785	Administrative Assistant	\$	950.80	Lindsey (Split)
	06.400.790	Board Members	\$	312.50	Members paid per month (Split) (Pay closest to 1st Tuesday)
	06.400.804	Employer Taxes	\$	1,334.15	Split
	06.400.804	ADP Invoice	\$	86.97	Split
	06.400.791	Employer 457B Contribution	\$	150.48	Ryan, Chris, Rory
		TOTAL	\$	16,913.79	

Mount Joy Authority Check Register - Water Operating Fund

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running		Status
							Total	Post Date	
4004	Accounts Payable	Computer Check	11/2/2022	PPL	\$0.00	\$25.23	(\$25.23)	11/2/2022	Outstanding
4005	Accounts Payable	Computer Check	11/15/2022	AIRGAS USA LLC	\$0.00	\$25.57	(\$50.80)	11/15/2022	Outstanding
4006	Accounts Payable	Computer Check	11/15/2022	AMS	\$0.00	\$70.35	(\$121.15)	11/15/2022	Outstanding
4007	Accounts Payable	Computer Check	11/15/2022	CHEMICAL EQUIPMENT LABS IN	\$0.00	\$6,365.00	(\$6,486.15)	11/15/2022	Outstanding
4008	Accounts Payable	Computer Check	11/15/2022	CORE & MAIN	\$0.00	\$3,723.74	(\$10,209.89)	11/15/2022	Outstanding
4009	Accounts Payable	Computer Check	11/15/2022	ECONOMIC DEV. CO. OF LANCA	\$0.00	\$250.00	(\$10,459.89)	11/15/2022	Outstanding
4010	Accounts Payable	Computer Check	11/15/2022	EXETER SUPPLY COMPANY, INC.	\$0.00	\$1,552.60	(\$12,012.49)	11/15/2022	Outstanding
4011	Accounts Payable	Computer Check	11/15/2022	GUTTMAN ENERGY INC.	\$0.00	\$357.53	(\$12,370.02)	11/15/2022	Outstanding
4012	Accounts Payable	Computer Check	11/15/2022	J.B. HOSTETTER & SONS, INC.	\$0.00	\$256.39	(\$12,626.41)	11/15/2022	Outstanding
4013	Accounts Payable	Computer Check	11/15/2022	OFFICE BASICS INC.	\$0.00	\$7.89	(\$12,634.30)	11/15/2022	Outstanding
4014	Accounts Payable	Computer Check	11/15/2022	PA ONE CALL SYSTEM, INC.	\$0.00	\$118.31	(\$12,752.61)	11/15/2022	Outstanding
4015	Accounts Payable	Computer Check	11/15/2022	PPL	\$0.00	\$88.78	(\$12,841.39)	11/15/2022	Outstanding
4016	Accounts Payable	Computer Check	11/15/2022	PWEA	\$0.00	\$60.00	(\$12,901.39)	11/15/2022	Outstanding
4017	Accounts Payable	Computer Check	11/15/2022	ROHRER S INCORPORATED	\$0.00	\$90.00	(\$12,991.39)	11/15/2022	Outstanding
4018	Accounts Payable	Computer Check	11/15/2022	SCHAEDLER YESCO DISTRIBUT	\$0.00	\$415.39	(\$13,406.78)	11/15/2022	Outstanding
4019	Accounts Payable	Computer Check	11/15/2022	SCOTT KLING	\$0.00	\$98.55	(\$13,505.33)	11/15/2022	Outstanding
4020	Accounts Payable	Computer Check	11/15/2022	SUBURBAN TESTING LABS, INC	\$0.00	\$176.96	(\$13,682.29)	11/15/2022	Outstanding
4021	Accounts Payable	Computer Check	11/15/2022	UGI UTILITIES, INC.	\$0.00	\$62.71	(\$13,745.00)	11/15/2022	Outstanding
4022	Accounts Payable	Computer Check	11/15/2022	USA BLUEBOOK	\$0.00	\$50.40	(\$13,795.40)	11/15/2022	Outstanding
4023	Accounts Payable	Computer Check	11/15/2022	VECTOR SECURITY	\$0.00	\$217.92	(\$14,013.32)	11/15/2022	Outstanding
4024	Accounts Payable	Computer Check	11/15/2022	WEX BANK	\$0.00	\$456.25	(\$14,469.57)	11/15/2022	Outstanding
4025	Accounts Payable	Computer Check	11/15/2022	WOLGGIE S LAWN CARE LLC.	\$0.00	\$120.00	(\$14,589.57)	11/15/2022	Outstanding

Summary by Transaction Type

Total Deposits	\$0.00
Less Payments by Transaction Type:	
Computer Check	(\$14,589.57)
Total Payments:	(\$14,589.57)
Adjustments:	
Payment Adjustments	\$0.00
Deposit Adjustments	\$0.00
Total Adjustments:	\$0.00
Total Change in Register Balance:	(\$14,589.57)



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.: 12

DATE: November 15, 2022

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>981,584.80</u>		
TOTAL AMOUNT OF THIS REQUISITION:	\$	22,866.22	Payroll	Acct. 21544
	\$	46,771.02	Expenses	Acct. 21536
	\$	<u>69,637.24</u>	Total	
TOTAL AMOUNT REQUISITIONED TO DATE:	\$	<u>1,051,222.04</u>		
TOTAL CURRENT FISCAL YEAR APPROVED BUDGET:	\$	<u>3,097,102.22</u>		

Mount Joy Authority Check Register - Sewer Operating Fund

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running Total	Post Date	Status
4207	Accounts Payable	Computer Check	11/15/2022	AIRGAS USA LLC	\$0.00	\$76.72	(\$76.72)	11/15/2022	Outstanding
4208	Accounts Payable	Computer Check	11/15/2022	ALS GROUP USA CORP.	\$0.00	\$273.00	(\$349.72)	11/15/2022	Outstanding
4209	Accounts Payable	Computer Check	11/15/2022	AMS	\$0.00	\$70.35	(\$420.07)	11/15/2022	Outstanding
4210	Accounts Payable	Computer Check	11/15/2022	CH&N SITE CONSTRUCTION, INC.	\$0.00	\$4,432.50	(\$4,852.57)	11/15/2022	Outstanding
4211	Accounts Payable	Computer Check	11/15/2022	CORE & MAIN	\$0.00	\$4,699.06	(\$9,551.63)	11/15/2022	Outstanding
4212	Accounts Payable	Computer Check	11/15/2022	DROHAN BRICK & SUPPLY, INC.	\$0.00	\$63.90	(\$9,615.53)	11/15/2022	Outstanding
4213	Accounts Payable	Computer Check	11/15/2022	ECONOMIC DEV. CO. OF LANCA	\$0.00	\$250.00	(\$9,865.53)	11/15/2022	Outstanding
4214	Accounts Payable	Computer Check	11/15/2022	FREIGHTLINER OF LANCASTER	\$0.00	\$2,803.37	(\$12,668.90)	11/15/2022	Outstanding
4215	Accounts Payable	Computer Check	11/15/2022	GUTTMAN ENERGY INC.	\$0.00	\$139.34	(\$12,808.24)	11/15/2022	Outstanding
4216	Accounts Payable	Computer Check	11/15/2022	J.B. HOSTETTER & SONS, INC.	\$0.00	\$226.07	(\$13,034.31)	11/15/2022	Outstanding
4217	Accounts Payable	Computer Check	11/15/2022	JENVIRONMENTAL	\$0.00	\$5,022.45	(\$18,056.76)	11/15/2022	Outstanding
4218	Accounts Payable	Computer Check	11/15/2022	LACKAWANNA RIVER BASIN SE	\$0.00	\$13,167.50	(\$31,224.26)	11/15/2022	Outstanding
4219	Accounts Payable	Computer Check	11/15/2022	MOUNT JOY SOLAR POWER LLC	\$0.00	\$6,402.42	(\$37,626.68)	11/15/2022	Outstanding
4220	Accounts Payable	Computer Check	11/15/2022	OFFICE BASICS INC.	\$0.00	\$7.88	(\$37,634.56)	11/15/2022	Outstanding
4221	Accounts Payable	Computer Check	11/15/2022	PA ONE CALL SYSTEM, INC.	\$0.00	\$118.30	(\$37,752.86)	11/15/2022	Outstanding
4222	Accounts Payable	Computer Check	11/15/2022	RESSLER PROPANE	\$0.00	\$2,112.36	(\$39,865.22)	11/15/2022	Outstanding
4223	Accounts Payable	Computer Check	11/15/2022	ROHRER S INCORPORATED	\$0.00	\$90.00	(\$39,955.22)	11/15/2022	Outstanding
4224	Accounts Payable	Computer Check	11/15/2022	SCHAEDLER YESCO DISTRIBUT	\$0.00	\$1,048.90	(\$41,004.12)	11/15/2022	Outstanding
4225	Accounts Payable	Computer Check	11/15/2022	SCOTT KLING	\$0.00	\$98.55	(\$41,102.67)	11/15/2022	Outstanding
4226	Accounts Payable	Computer Check	11/15/2022	SHARE CORPORATION	\$0.00	\$3,555.26	(\$44,657.93)	11/15/2022	Outstanding
4227	Accounts Payable	Computer Check	11/15/2022	SHERMAN-GIBSON SYSTEMS CO	\$0.00	\$1,050.00	(\$45,707.93)	11/15/2022	Outstanding
4228	Accounts Payable	Computer Check	11/15/2022	SUBURBAN TESTING LABS, INC	\$0.00	\$371.84	(\$46,079.77)	11/15/2022	Outstanding
4229	Accounts Payable	Computer Check	11/15/2022	UGI UTILITIES, INC.	\$0.00	\$121.37	(\$46,201.14)	11/15/2022	Outstanding
4230	Accounts Payable	Computer Check	11/15/2022	VECTOR SECURITY	\$0.00	\$93.36	(\$46,294.50)	11/15/2022	Outstanding
4231	Accounts Payable	Computer Check	11/15/2022	WEX BANK	\$0.00	\$160.43	(\$46,454.93)	11/15/2022	Outstanding
4232	Accounts Payable	Computer Check	11/15/2022	WHITMOYER AUTO GROUP	\$0.00	\$316.09	(\$46,771.02)	11/15/2022	Outstanding

Summary by Transaction Type

Total Deposits	\$0.00
Less Payments by Transaction Type:	
Computer Check	(\$46,771.02)
Total Payments:	(\$46,771.02)
Adjustments:	
Payment Adjustments	\$0.00
Deposit Adjustments	\$0.00
Total Adjustments:	\$0.00
Total Change in Register Balance:	(\$46,771.02)