

Mount Joy Borough Authority
Pre-Authority
November 20, 2018
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. Hamm and Mr. Metzler via phone. Also, present were Angie Fenicle, John Leaman and Joe Ardini, Matt Warfel from ARRO Consulting and Mike Davis from Barley Snyder. Mr. Hiestand was absent. Chairman Rebman called the meeting to order at 4:00 PM.

Public Input Period.

There was no one present from the public.

Consulting Engineer Report.

Mr. Matt Warfel provided updates on the following projects and developments:

South Jacob Street Water Treatment Plant and Well 3 Site – Mr. Warfel provided an update to the Board on the construction of the new plant and well 3. Mr. Warfel, Authority staff and Board continues to discuss the progress of the plant compared to the contract. Mr. Warfel stated that the letter was drafted to comment on the 14 items from PACT TWO and will be sent tomorrow. Mr. Warfel noted that two more sink holes were noted and had recommended PACT TWO to submit a request on the cost but have yet to received it however, upon his calculations, a rough estimate of \$18,000. Mr. Warfel stated that after many communications regarding the infiltration basin, a verbal approval was given to use the original design, currently waiting on written documentation. Mr. Metzler asked if the trusses have been addressed concerning the rust areas. Mr. Warfel replied yes to his knowledge, however ARRO will review and do a final inspection to be sure other areas do not need to be addressed. Mr. Warfel stated that a meeting will be held on Monday to discuss and review the operations schedule as training needs to be scheduled and determine when the 21-day testing period will take place.

Carmany Road Nitrate Resin Replacement – ARRO, Authority staff and M2 Construction continue to work to develop a construction schedule to conform to the contract. The contractor plans to be on site Monday, November 26th to start the project by erecting the dust control system. Resin delivery is anticipated in mid-December.

Lumber Street Elevated Tank Rehab – ARRO and Authority staff attended a meeting with antenna space renters concerning the upcoming project. ARRO started preparing bidding documents and submitted the application to PA DEP for PWS minor permit.

Rapho Triangle East Lot F7 – ARRO performed a third and fourth review and provided comment letters.

Calvary Bible Church – ARRO was on site on October 23rd, 25th and 26th for construction observation and testing.

Gerberich-Payne Building – ARRO reviewed a capacity request and provided a recommendation letter.

Laurel Harvest Labs – ARRO performed the fifth plan review and provided a comment letter on November 8th.

Sassafras Terrace – ARRO reviewed plans for water and sewer service to a new on-site community building and provided recommendation letters.

Authority Manager Report.

Mr. Leaman updated the Board on the 457B Defined Contribution Pension Plan: Mr. Leaman stated the one remaining item has been resolved. The remaining piece is adopting an amendment to the Employee Handbook reflecting the changes the Authority made and passing the resolution setting the percentage of contribution to employees hired January 1, 2019 and later. Mr. Leaman also noted that staff met with Mr. Stacy Heistand to review the pension plan performance and noted the plan is doing well. Mr. Leaman noted that 2019, TRA will provide an actuarial study and when that is complete, staff and the Board will need to discuss updating the mortality table.

Mr. Leaman stated that the renewal premiums were received for the dental insurance plans with an annual increase of three percent.

Mr. Leaman stated the field representative who is conducting the ISO Fire Insurance Classification Update for Mount Joy was present to witness a few fire hydrant flow tests on November 8th. The representative stated it will be a few months until the report is complete and available for review.

Mr. Leaman informed the Board that he spoke with the company that's reviewing the Authority's Solar Agreement and purchase option. Based upon their comments, a written recommendation is expected in December to be able to discuss with the Board.

Mr. Leaman stated that staff have finished reviewing the changes that need made to update the Authority's rules and regulations with Mr. Davis. Mr. Davis is currently making the changes and will be presented for approval in January.

Mr. Leaman provided an update on the Lumber Street Water Tank Rehab: Mr. Leaman stated that he contacted all the parties involved to inform them that the project will be on hold until 2020.

Mr. Leaman informed the Board that he received an e-mail from Mr. Justin Evans, Mount Joy Township Manager, stating the Board of Supervisors were supportive of amending the agreements that contain a future allotment of 150 EDU's per utility. Mr. Davis was authorized to start the process of amending the agreement.

Assistant Authority Manager Report

Mr. Ardini provided an update on the Construction Department:

- Staff is working on hydrant repairs and markers.
- Staff is still assisting with hydrant flushing.
- Updated wall maps of the water and sewer service systems are completed and distributed.
- Staff will be sealing some blacktop patches over the next two weeks.

Mr. Ardini provided an update on the Water Plant:

- Fluid Pinpointing was in and surveyed the distribution system for leaks, none were found. Main Street will be completed over night due to traffic.
- Hydrant painting for the year has been completed.
- Staff completed the fourth quarter sampling.

Mr. Ardini provided an update on the Waste Water Treatment Plant:

- Staff is having issues with the camera head on the main line CCTV. The equipment was sent to Golden Equipment for repair evaluation.
- Staff is working on the water year reporting for 2017-2018.
- Staff completed the conduit run for the new phone service and are now waiting on CentryLink to install two new poles.

Mr. Ardini informed and updated the Board on other related topics:

- Mr. Ardini received an e-mail for selling of 613 phosphorus credits generated by the Authority and verification was received from PA DEP on the credit and are proceeding with the final paperwork and invoicing.
- Quarterly meter readings are completed.

Business Manager Report.

Mrs. Fenicle had nothing to report.

Minutes of the Previous Meeting.

A **MOTION** was made by Mr. Derr and a second by Mr. Hamm to approve the October 16, 2018 meeting minutes; motion carried.

Unfinished Business.

There was no unfinished business to discuss.

New Business.

A **MOTION** was made by Mr. Derr and a second by Mr. Hamm to approve Payment Application No. 15 from PACT TWO in the amount of \$654,763.17 for the South Jacob Street Water Treatment Plant and Well 3 as recommended by ARRO Consulting's letter dated November 8, 2018; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Hamm to approve Payment Application No. 6 W.C. Eshenaur & Son in the amount of \$10,145.57 for the South Jacob Street Water Treatment Plant and Well 3 as recommended by ARRO Consulting's letter dated November 8, 2018; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Hamm to approve Payment Application No. 9 from Garden Spot Mechanical, Inc. in the amount of \$6,198.75 for the South Jacob Street Water Treatment Plant and Well 3 as recommended by ARRO Consulting's letter dated November 8, 2018; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Hamm to appoint Mr. Scott Kapcsos to the position of Operations Manager / Superintendent effective December 29, 2018; 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. Hamm to approve the attached Requisition No. 13 as follows: \$55,173.17 from the Water Operating Fund and \$50,593.78 from the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Hamm to approve the attached Requisition No. 35 from the 2016 Construction Fund in the amount of \$671,107.49; motion carried.

Adjournment.

There being no further business, a **MOTION** was made by Mr. Derr and seconded by Mr. Hamm to adjourn. Motion carried and the meeting adjourned at 5:32 PM.

Respectfully submitted,

Larry A. Derr
Vice-Chairman