

Mount Joy Borough Authority Meeting Agenda 4:00 PM, November 4, 2020

- 1. Call to Order
- 2. Pledge of Allegiance
- 3. Roll Call Mr. Rebman, Mr. Derr, Mr. Weems, Mr. Metzler and Mr. Ruffini
- 4. Public Input Period Hearing of any citizen within the service area.
- 5. Reports
 - A. Authority Manager
 - B. Operations Manager
 - C. Business Manager
- 6. Approval of the Minutes Approval of the minutes from October 6, 2020.
- 7. Unfinished Business

A.

8. New Business

Α

9. Any other matter proper to come before the Authority

Α

- 10. Authorization to pay bills
 - A. Consider approval of Requisition No. 11 for the Water Operating Fund in the amount of \$62,604.66 and Sewer Operating Fund in the amount of \$81,948.04.
 - B. Consider approval of Requisition No. WBRI 20-18 from the Water Bond Redemption and Improvement Fund in the amount of \$8,769.02.
- 11. Meetings and dates of importance

A.	Tuesday, November 17, 2020	Pre-Authority Monthly Meeting – 4 PM
В.	Tuesday, December 1, 2020	Regular Monthly Meeting - 4 PM

C. Tuesday, December 15, 2020 Pre-Authority Monthly Meeting – 4 PM

12. Adjournment

Mount Joy Borough Authority Regular Monthly Meeting October 6, 2020 Minutes

The Mount Joy Borough Authority held its regular meeting on this date in the Council Chambers of the Borough Office Building. Present were Vice-Chairman Derr, Mr. Metzler, and Mr. Ruffini. Also present were Angie Fenicle, Joe Ardini and Scott Kapcsos and Dan Desmond from Barley Snyder. Mr. Rebman and Mr. Weems were absent. Vice-Chairman Derr called the meeting to order at 4 PM.

Public Input Period

No one from the public was present.

Authority Manager Report

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

Mr. Ardini provided an update on the AT&T antenna upgrade: Mr. Ardini noted that the contractors for AT&T were onsite the last two weeks and installed their equipment. The contactor has completed all the work on October 1st and have conducted an audit on October 2nd. Mr. Doug DeClerck will be contacted to perform a final inspection.

Mr. Ardini updated the Board on unaccounted water progress through third quarter noting an all-time low at 12.1 percent. Mr. Ardini noted that staff does a tremendous job documenting and running both plants.

Operation Manager Report

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

Mr. Kapcsos informed and updated the Authority Board on issues and statuses for the Construction Department:

• Springville Road water main replacement project: Staff has completed the installation of the water main. Staff will begin blacktop restoration the week of October 5th.

Mr. Kapcsos informed and updated the Authority Board on issues and statuses for the Water System:

- Staff has completed the hydrant flushing schedule for the year which included 135 hydrants in sections B and
 There was a good number of hydrants that have increased their volume.
- The 12-month innovative technology report for South Jacob Street plant was completed and sent to PA DEP on September 3rd. PA DEP confirmed receipt and requested two hard copies be mailed. ARRO mailed them on September 30th.
- Cummins Wagner is scheduled to perform yearly PM service to the air compressors at both water plants.

Mr. Kapcsos informed and updated the Authority Board on issues and statuses for the Wastewater System:

- Dystor Building Update: Staff, ARRO, Evoqua, EEC and Iron Horse Environmental met on September 23rd.
 Staff will be investigating the pipes connecting the dystor building. Staff is currently waiting on a quote from EEC.
- Staff continues to perform RPR work for the Clarifier Rehabilitation project.

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

 Mr. Kapcsos noted that a meeting was held with Laurel Harvest to discuss the NPDES permit conflict on October 1st. It was noted that Laurel Harvest will assume all cost related to revising the permit.

Business Manager Report

Mrs. Fenicle informed the Board that she has authorized the semi-annual transfers at Fulton bank to pay the bank loans and bond holders. Mrs. Fenicle noted that \$400,000 was able to be transferred to the WBRI bringing the balance to \$4,052,982.

Minutes of the Previous Meeting

A **MOTION** was made by Mr. Metzler and a second by Mr. Ruffini to approve the September 1, 2020 meeting minutes as presented; motion carried.

Unfinished Business

There was no other unfinished business to discuss.

New Business

A **MOTION** was made by Mr. Ruffini and a second by Mr. Metzler to approve Change Order No. 1 from Heisey Mechanical, LTD in the amount of \$25,290.98 for the WWTP Clarifier and Thickener Rehabilitation Project as recommended by ARRO Consulting's letter dated October 1, 2020; 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. Metzler and a second by Mr. Ruffini to approve the attached Requisition No. 9 as follows: \$68,786.97 for the Water Operating Fund and \$96,034.41 for the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Ruffini to approve the attached Requisition No. WBRI 20-16 from the Water Bond Redemption and Improvement Fund in the amount of \$11,305.93; motion carried.

A MOTION was made by Mr. Metzler and a second by Mr. Ruffini to approve the attached Requisition No. SBRI 20-9 from the Sewer Bond Redemption and Improvement Fund in the amount of \$350.50; motion carried.

<u>Adjournment</u>

There being no further business, a **MOTION** was made by Mr. Metzler and seconded by Mr. Ruffini to adjourn; motion carried, and the meeting adjourned at 5:14 PM.

Respectfully submitted,

Paul F. Ruffini Assistant Secretary



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

INCORPORATED 1948

WATER OPERATING REQUISITION NO.:

Fulton Bank, National Association		11010111	ber 4, 2020	<u> </u>
P.O. Box 4887				
Lancaster, PA 17604				
Gentlemen:				
You are hereby requested to make a disburseme dated May 1, 1993, between the Mount Joy Borough Authorit set forth on the succeeding page.	nt of funds from the y and your bank as Ti	Revenue Fund un rustee, for the pur	der the Tro	ust Indenture the amounts
We certify that the amounts listed on the succeed has been incurred for the purpose set forth in Article VI, Sewithdrawn are in compliance with the provisions of said index	ection 6.01 and 6.02.	e and unpaid and We further certify	that such in	ndebtedness monies to be
	MOUNT JOY BO	ROUGH AUTHOR	ΪΤΥ	
	TRE	ASURER		-
ARRO CONSULTING, INC., Consulting Engineer, in HEREBY APPROVE this requisition, and CERTIFIES that the a equisitioned during the current fiscal year, do not exceed to suthority as provided for in Section 9.07 of the Trust Indentified.	aggregate of the am he amount of the cu	ounts regisitioned	, plus thos	e previously
	ARRO CON	SULTING, INC.		
	CONSULTI	NG ENGINEER		_
AMOUNT OF PREVIOUS REQUISITIONS:	\$	604,663.20	_	
TOTAL AMOUNT OF THIS REQUISITION:	\$	17,918.55	Payroll	Acct. 21544
	<u>\$</u>	44,686.11 62,604.66		Acct. 21510
		02,004.00	locat	
TOTAL AMOUNT REQUISITIONED TO DATE	\$	667,267.86	•	
TOTAL CURRENT FISCAL YEAR APPROVED	BUDGET: \$	2,687,000.00		

Payroll Journal Entry Payroll # 21

	Leon, Rory (Split)			(cpin) (ray closes) to 1st 1desday)	
Kling Zach Shawn	Jim, Jason, Chris, Ryan, Leon, Rory (Split) Joe (Split)	Kapcsos (Split) Angie (Split)	Lindsey (Split) Members paid per month (Split)	Split	Ryan
A 282 25	\$ 5,128.20 \$ 1,658.78	\$ 1,438.31	\$ 900.80	\$ 1,312.22	\$ 41.84 \$ 17,918.55
er Fund 06.448.702 Water Wages	06.449.752 Construction Crew Wages 06.400.782 Authority Manager	06.400.783 Operations Manager 06.400.784 Business Manager	06.400.785 Administrative Assistant 06.400.790 Board Members	Employer Taxes ADP Invoice	Employer 457B Contribution TOTAL
Water Fund	06.449.752	06.400.783 06.400.784	06.400.785 / 06.400.790	06.400.804	06.400.791

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Mount Joy Authority Check Register - Water Operating Fund

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running Total Post Date	Status
2585	Accounts Payable	Computer Check	10/21/2020	UPMC	\$0.00	\$15,400.54	(\$15,400.54) 10/21/2020	Outstanding
2586	Accounts Payable	Computer Check	11/4/2020	ADVANCE AUTO PARTS	\$0.00	\$8.00	(\$15,408.54) 11/4/2020	Outstanding
2587	Accounts Payable	Computer Check	11/4/2020	BARLEY SNYDER LLP	\$0.00	\$730.13	(\$16,138.67) 11/4/2020	Outstanding
2588	Accounts Payable	Computer Check	11/4/2020	CENTURYLINK	\$0.00	\$215.26	(\$16,353.93) 11/4/2020	Outstanding
2589	Accounts Payable	Computer Check	11/4/2020	CHEMICAL EQUIPMENT LABS IN	\$0.00	\$1,673.41	(\$18,027.34) 11/4/2020	Outstanding
2590	Accounts Payable	Computer Check	11/4/2020	DEPT OF ENVIRONMENTAL PROT	\$0.00	\$60.00	(\$18,087.34) 11/4/2020	Outstanding
2591	Accounts Payable	Computer Check	11/4/2020	DEPT OF ENVIRONMENTAL PROT	\$0.00	\$70.00	(\$18,157.34) 11/4/2020	Outstanding
2592	Accounts Payable	Computer Check	11/4/2020	ECONOMIC DEV. CO. OF LANCA	\$0.00	\$250.00	(\$18,407.34) 11/4/2020	Outstanding
2593	Accounts Payable	Computer Check	11/4/2020	FLOW CONTROL, INC.	\$0.00	\$75.00	(\$18,482.34) 11/4/2020	Outstanding
2594	Accounts Payable	Computer Check	11/4/2020	GUTTIMAN ENERGY INC.	\$0.00	\$122.17	(\$18,604.51) 11/4/2020	Outstanding
2595	Accounts Payable	Computer Check	11/4/2020	HACH COMPANY	\$0.00	\$766,61		Outstanding
2596	Accounts Payable	Computer Check	11/4/2020	INDUSTRIAL PIPING SYSTEMS IN	\$0.00	\$150.03		Outstanding
2597	Accounts Payable	Computer Check	11/4/2020	JOSEPH ARDINI	\$0.00	\$38.96	(\$19,560.11) 11/4/2020	Outstanding
2598	Accounts Payable	Computer Check	11/4/2020	KOHL BROS INC	\$0.00	\$4,667.00		Outstanding
2599	Accounts Payable	Computer Check	11/4/2020	MAIN POOL & CHEMICAL CO. IN	\$0.00	\$1,285.10	(\$25,512.21) 11/4/2020	Outstanding
2600	Accounts Payable	Computer Check	11/4/2020	OFFICE BASICS INC.	\$0.00	\$175.87	(\$25,688.08) 11/4/2020	Outstanding
2601	Accounts Payable	Computer Check	11/4/2020	PLASTERER EQUIPMENT CO., IN	\$0.00	\$125.00		Outstanding
2602	Accounts Payable	Computer Check	11/4/2020	PPL	\$0.00	\$3,807.04	(\$29,620.12) 11/4/2020	Outstanding
2603	Accounts Payable	Computer Check	11/4/2020	S&T BANK FOB MOUNT JOY BORG	\$0.00	\$10,198.09	(\$39,818,21) 11/4/2020	Outstanding
2604	Accounts Payable	Computer Check	11/4/2020	SCOTT KLING	\$0.00	\$44.68	(\$39,862.89) 11/4/2020	Outstanding
2605	Accounts Payable	Computer Check	11/4/2020	SERVICE SUPPLY CORP	\$0.00	\$62.00	(\$39,924.89) 11/4/2020	Outstanding
2606	Accounts Payable	Computer Check	11/4/2020	STEWART & TATE INC	20,00	\$519.14	(\$40,444,03) 11/4/2020	Outstanding
7097	Accounts Payable	Computer Check	11/4/2020	SUBURBAN TESTING LABS	\$0.00	\$243.00	(\$40,687.03) 11/4/2020	Outstanding
2608	Accounts Payable	Computer Check	11/4/2020	SUSQUEHANNA MUNICIPAL TRU	\$0.00	\$2,579.63	(\$43,266.66) 11/4/2020	Outstanding
2609	Accounts Payable	Computer Check	11/4/2020	USA BLUEBOOK	\$0.00	\$278.97	(\$43,545.63) 11/4/2020	Outstanding
2610	Accounts Payable	Computer Check	11/4/2020	VECTOR SECURITY	\$0.00	\$208.92	(\$43,754.55) 11/4/2020	Outstanding
1197	Accounts Payable	Computer Check	11/4/2020	VERIZON WIRELESS	\$0.00	\$96.25	(\$43,850.80) 11/4/2020	Outstanding
7107	Accounts Payable	Computer Check	11/4/2020	VISA	\$0.00	\$231.22	(\$44,082.02) 11/4/2020	Outstanding
2013	Accounts Payable	Computer Check	11/4/2020	WALTER BOYER PROMOTIONAL I	\$0.00	\$604.09	(\$44,686.11) 11/4/2020	Outstanding
Sum	Summary by Transaction Type	Tvno						

Summary by Transaction Type

(444 686 11)	Total Change in Register Ralance:
20.00	Total Adjustments:
20.00	Deposit Adjustments
\$0.00	Payment Adjustments
	Adjustments:
(\$44,686.11)	Total Payments:
(\$44,686.11)	Computer Check
	Less Payments by Transaction Type:
80.00	Total Deposits



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

INCORPORATED 1948

SEWER OPERATING REQUISITION NO.:

- 1 1		DATE:	Novemi	per 4, 2020	
P.O. Box 4887 Lancaster, PA 17604	l Association				
Gentlemen:					
dated November 15,	ereby requested to make a disbursement of fun 1996 (the "Indenture"), between the Mount Joy nounts set forth on the attached Schedule "A".	ds from the R Borough Aut	Revenue Fund un hority and your l	der the Tru pank as Tru	ist Indenture stee, for the
paragraph (a) of Sec requisitioned during	y that (i) the amounts listed on the succeed en incurred for the purpose set forth in paragistion 6.3 of the Indenture; (ii) the aggregate of the current fiscal year, do not exceed the amoud in Section 9.10 of the Indenture; and (iii) the enture.	raphs (a) and of the amoun int of the curr	l (b) of Section (its requisitioned, rent fiscal year b	5.1 of the 1 plus thoseudget appr	ndenture or e previously oved by the
	MOL	JNT JOY BOR	OUGH AUTHORI	ΤΥ	
		AUTHORIZ	ED OFFICER	<u> </u>	_
	AMOUNT OF PREVIOUS REQUISITIONS:	\$	769,063.58	-	
n	TOTAL AMOUNT OF THIS REQUISITION:	\$ \$ \$	21,156.01 60,792.03 81,948.04	Expenses	Acct. 21544 Acct. 21536
	TOTAL AMOUNT REQUISITIONED TO DATE:	\$	851,011.62		
	TOTAL CURRENT FISCAL YEAR APPROVED BUDGET:	\$	2,883,300.00		

Payroll Journal Entry Payroll # 21

Sewer Fund Debit 08.429.730 Ser

y (Split)	(Pay closest to 1st Tuesday)
9,519.74 Dennis, Gary, Rex, David 5,128.20 Jim, Jason, Chris, Ryan, Leon, Rory (Split) 1,658.78 Joe (Split) 1,438.30 Kapcsos (Split) 1,083.02 Angie (Split) 900.80 Lindsey (Split)	Members paid per month (Split) Split Split Ryan
9,519.74 5,128.20 1,658.78 1,438.30 1,083.02	\$ \$ 1,312.21 \$ 73.12 on \$ 41.84 TOTAL \$ 21,156.01
08.429.730 Sewer Wages 08.428.710 Construction Crew Wages 08.400.782 Authority Manager 08.400.783 Operations Manager 08.400.784 Business Manager \$ 08.400.785 Administrative Assistant	Board Members Employer Taxes ADP Invoice Employer 457B Contributi
	08.400.790 08.400.804 08.400.804 08.400.791
pit	

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Mount Joy Authority Check Register - Sewer Operating Fund

Transaction		Transaction	Transaction	,			Running	
	Source	adkı	Date	Reference	Deposits	Payments	Total Post Date	ate Status
2713	Accounts Payable	Computer Check	10/21/2020	PPL	\$0.00	\$201.94	02001001 (96)1023)	020 Outstanding
2714	Accounts Payable	Computer Check	10/21/2020	UPMC	\$0.00	\$15,750.55	(\$15,952.49) 10/21/2020	
2715	Accounts Payable	Computer Check	11/4/2020	ADVANCE AUTO PARTS	\$0.00	\$7.99		,
2716	Accounts Payable	Computer Check	11/4/2020	ALS GROUP USA CORP.	\$0.00	\$80.00	(\$16,040.48) 11/4/2020	
2717	Accounts Payable	Computer Check	11/4/2020	BARLEY SNYDER LLP	\$0.00	\$730.12	(\$16,770.60) 11/4/2020	
2718	Accounts Payable	Computer Check	11/4/2020	CARMEUSE LIME & STONE	\$0,00	\$8,018.25		
2719	Accounts Payable	Computer Check	11/4/2020	CENTURYLINK	\$0.00	\$643.87		
2720	Accounts Payable	Computer Check	11/4/2020	DEPT OF ENVIRONMENTAL PROT	\$0.00	\$70.00		
2721	Accounts Payable	Computer Check	11/4/2020	ECONOMIC DEV. CO. OF LANCA	\$0.00	\$250.00		
77.77	Accounts Payable	Computer Check	11/4/2020	EXETER SUPPLY COMPANY, INC.	\$0.00	\$427.08		
2723	Accounts Payable	Computer Check	11/4/2020	GUTTIMAN ENERGY INC.	80.00	\$95.95		
2724	Accounts Payable	Computer Check	11/4/2020	JOSEPH ARDINI	\$0.00	\$38.96		
2725	Accounts Payable	Computer Check	11/4/2020	LEFFLER ENERGY	\$0.00	\$107.95	(\$26,422.66) 11/4/2020	
2726	Accounts Payable	Computer Check	11/4/2020	MOUNT JOY SOLAR POWER LLC	\$0.00	\$6,402,42		
1212	Accounts Payable	Computer Check	11/4/2020	PLASTERER EQUIPMENT CO., IN	\$0.00	\$125.00	(\$32,950.08) 11/4/2020	_
2728	Accounts Payable	Computer Check	11/4/2020	PPL	20.00	\$4 709 92	(\$37,660.00) 11/4/2020	
67/7	Accounts Payable	Computer Check	11/4/2020	S&T BANK FOB MOUNT JOY BOR(\$0.00	\$10,198.08	(\$47,858.08) 11/4/2020	
2730	Accounts Payable	Computer Check	11/4/2020	SCOIT KLING	\$0.00	\$44.67	(\$47,902.75) 11/4/2020	_
2/31	Accounts Payable	Computer Check	11/4/2020	SERVICE SUPPLY CORP	\$0.00	\$5,208.96	(\$53,111.71) 11/4/2020	_
2732	Accounts Payable	Computer Check	11/4/2020	SUBURBAN TESTING LABS	\$0.00	\$400,00	(\$53,511.71) 11/4/2020	
2/33	Accounts Payable	Computer Check	11/4/2020	SUSQUEHANNA MUNICIPAL TRU	\$0.00	\$2,579.62	(\$56,091.33) 11/4/2020	_
4734	Accounts Payable	Computer Check	11/4/2020	USALCO	\$0.00	\$3,916.01	(\$60,007.34) 11/4/2020	_
26/2	Accounts Payable	Computer Check	11/4/2020	VECTOR SECURITY	\$0.00	\$84.36	(\$60,091.70) 11/4/2020	_
27.30	Accounts Payable	Computer Check	11/4/2020	VERIZON WIRELESS	\$0.00	\$96.24	(\$60,187.94) 11/4/2020	
1613	Accounts Payable	Computer Check	11/4/2020	WALTER BOYER PROMOTIONAL I	\$0.00	\$604.09	(\$60,792.03) 11/4/2020	_

Summary by Transaction Type

\$0.00 (\$60,792.03)	Total Adjustments: Total Change in Register Balance:
20.00	Deposit Adjustments
80.00	Payment Adjustments
	Adjustments:
(\$60,792.03)	Total Payments:
(\$60,792.03)	Less Payments by Transaction Type: Computer Check
80.00	Total Deposits

MOUNT JOY BOROUGH AUTHORITY WATER SYSTEM RESOLUTION AND REQUISITION

	WATER SYSYTE	EM REQUISITION NO.: WBRI 20-18
	Date:	November 4, 2020
	RESOLUTION	
Authority (the "Authority") to Fult Community Bank (the "Prior Truste Bonds, Series of 1993 (the "Trust following payments for authorized or replacements from the Bond Re	te with Article VI, Section 6.06 of the Trust Indecton Bank, National Association (the "Trustee"), ee"), as Trustee, dated as of May 1, 1993, secur Indenture") the Trustee is hereby authorized projects, including either capital additions or edemption and Improvement Fund established owing purposes and in the amounts and for the	, as successor to Union National ring Guaranteed Water Revenue ed and requested to make the extraordinary repairs, renewals dunder the aforesaid Indenture
Payee	Purpose of Obligation	Amount of this Requisition
SEE ATTACHED EXHIBIT "A"		\$ 8,769.02
	CERTIFICATE	
The undersigned Secretar Board of Directors of Mount Joy Bor remains in full force and effect on the	ry hereby certifies that the Resolution set forth rough Authority at a meeting duly called and he e date hereof.	above was duly adopted by the eld on <u>November 4, 2020</u> and
THIS CERTIFICA	ATE is executed the <u>4th</u> day of <u>Novembe</u>	er, 2020.
•	(Secretary) (Assista	ant Secretary)
AUTHORITY SEA	۱L	

EXHIBIT "A"

WATER BOND REDEMPTION AND IMPROVEMENT FUND

Payee	Purpose of Obligation	Amount of this R	equisition
Barley Snyder LLP 126 East King Street Lancaster, PA 17602	Legal Services for S. Jacob Street / Well #3; Invoice 70248045	\$	120.80
Sherman-Gibson Systems Company 2893 Buckwalter Road Manheim, PA 17545	Wells 1 and 2 PLC Upgrades; Invoice 2020-0120	\$	3,120.00
Highway Materials, Inc. P.O. Box 62879 Baltimore, PA 21264-2879	Springville Road Water Main Project; Invoice 189606	\$	858.51
McMinn's Asphalt P.O. Box 415396 Boston, MA 02241-5396	Springville Road Water Main Project; Invoice 3063720	\$	1,085.94
McMinn's Asphalt P.O. Box 415396 Boston, MA 02241-5396	Springville Road Water Main Project; Invoice 3064402	\$	1,084.31
McMinn's Asphalt P.O. Box 415396 Boston, MA 02241-5396	Springville Road Water Main Project; Invoice 3063719	\$	543-79
McMinn's Asphalt P.O. Box 415396 Boston, MA 02241-5396	Springville Road Water Main Project; Invoice 3062873	\$	1,085.40

EXHIBIT "A"

WATER BOND REDEMPTION AND IMPROVEMENT FUND

Payee	Purpose of Obligation	Amount o	f this Requisition
McMinn's Asphalt P.O. Box 415396 Boston, MA 02241-5396	Springville Road Water Main Project; Invoice 3065232	\$	618.97
McMinn's Asphalt P.O. Box 415396 Boston, MA 02241-5396	Springville Road Water Main Project; Invoice 3065597	\$	251.30