



**Mount Joy Borough Authority
Pre-Authority Meeting Agenda
4:00 PM, October 18, 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 September 20, 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. 10 for the Water Operating Fund in the amount of \$45,744.03 and Sewer Operating Fund in the amount of \$62,019.50.
 - B. Consider approval of Requisition No. WBRI 22-15 from the Water Bond Redemption and Improvement Fund in the amount of \$1,674.66
 - C. Consider approval of Requisition No. SBRI 22-11 from the Sewer Bond Redemption and Improvement Fund in the amount of \$9,732.50.
10. Meetings and dates of importance

A. Tuesday, November 1, 2022	Regular Monthly Meeting – 4 PM
B. Wednesday, November 9, 2022	Finance Committee Meeting – 4 PM
C. Tuesday, November 15, 2022	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
September 20, 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 informed the Board that notice was received from the Borough Manager noting the zoning officer was terminated effective September 19th.

Mr. Ardini informed the Board that Mr. Tim Hess, engineer for Horst Realty, contacted the Authority asking to connect two of their properties to the sanitary sewer at the Rapho Industrial Park. It was noted that the sewer main for these two properties have been completed and passed inspections.

Mr. Ardini followed up with the Board on the discussion regarding the Lancaster Estates well allocation. Mr. Ardini stated that the well is allotted to pump 50,000 gallons per day.

Operations Manager Report

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

Mr. Kapcsos provided an update on the Wood Street Water Main Replacement Project: Mr. Kapcsos noted that the hydrostatic testing was done on phase three of which an issue was identified and isolated during the testing. Authority staff was able to reconnect the remainder of the services, however, a repair will need to be made on the remaining section of the water main.

Mr. Kapcsos provided an update on the Basin B2 along South Jacob Street: Mr. Kapcsos noted that ARRO Consulting performed an inspection of the sub grade and is now complete. Mr. Kapcsos stated that Authority staff is currently working on topsoiling, seeding and erosion matting and hopes to have this project completed at the end of this week.

Mr. Kapcsos provided an update on the Kamstrup meter replacement: Mr. Kapcsos noted that customers have responded in a timely fashion for rounds five and six and 51 of 54 customers have scheduled or completed their installation. Mr. Kapcsos stated that round seven letters have been sent and will include 60 customers on Grandview Circle and Church Street.

Business Manager Report

Mrs. Fenicle had nothing to report.

Minutes of the Previous Meeting

A **MOTION** was made by Mr. Ruffini and a second by Mr. Melhorn to approve the July 19, 2022, meeting minutes as presented; 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. Ruffini to approve the 2023 Minimum Municipal Obligation for the Authority's Pension 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. Ruffini and a second by Mr. Melhorn to approve the attached Requisition No. 8 as follows: \$48,146.88 for the Water Operating Fund and \$75,497.90 for the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Ruffini and a second by Mr. Melhorn to approve the attached Requisition WBRI 22-13 from the Water Bond Redemption and Improvement Fund in the amount of \$19,263.67; motion carried.

Adjournment

There being no further business, a **MOTION** was made by Mr. Melhorn and seconded by Mr. Ruffini to adjourn. Motion carried and the meeting adjourned at 4:30 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.: 10

DATE: October 18, 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

Table with financial data: AMOUNT OF PREVIOUS REQUISITIONS: \$ 627,242.22; TOTAL AMOUNT OF THIS REQUISITION: \$ 16,782.80 Payroll Acct. 21544, \$ 28,961.23 Expenses Acct. 21510, \$ 45,744.03 Total; TOTAL AMOUNT REQUISITIONED TO DATE: \$ 672,986.25; TOTAL CURRENT FISCAL YEAR APPROVED BUDGET: \$ 3,023,885.95

Payroll Journal Entry
Payroll # 21

Water Fund

Debit	06.448.702	Water Wages		\$	4,804.51	Kling, Zach, Shawn
	06.449.752	Construction Crew Wages		\$	5,136.03	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	Kapcsos (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		\$	-	Members paid per month (Split) (Pay closest to 1st Tuesday)
	06.400.804	Employer Taxes		\$	1,332.76	Split
	06.400.804	ADP Invoice		\$	-	Split
	06.400.791	Employer 457B Contribution		\$	145.54	Ryan, Chris, Rory
		TOTAL		\$	16,782.80	

Mount Joy Authority Check Register - Water Operating Fund

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running		Status
							Total	Post Date	
3951	Accounts Payable	Computer Check	10/5/2022	PPL	\$0.00	\$83.50	(\$83.50)	10/5/2022	Outstanding
3952	Accounts Payable	Computer Check	10/5/2022	SCOTT KLING	\$0.00	\$98.55	(\$182.05)	10/5/2022	Outstanding
3953	Accounts Payable	Computer Check	10/5/2022	WEX BANK	\$0.00	\$562.95	(\$745.00)	10/5/2022	Outstanding
3954	Accounts Payable	Computer Check	10/18/2022	AIRGAS USA LLC	\$0.00	\$24.98	(\$769.98)	10/18/2022	Outstanding
3955	Accounts Payable	Computer Check	10/18/2022	AMS	\$0.00	\$2,077.01	(\$2,846.99)	10/18/2022	Outstanding
3956	Accounts Payable	Computer Check	10/18/2022	BOROUGH OF MOUNT JOY	\$0.00	\$1,880.53	(\$4,727.52)	10/18/2022	Outstanding
3957	Accounts Payable	Computer Check	10/18/2022	BRIGHTSPEED	\$0.00	\$238.61	(\$4,966.13)	10/18/2022	Outstanding
3958	Accounts Payable	Computer Check	10/18/2022	CHEMICAL EQUIPMENT LABS IN	\$0.00	\$8,665.14	(\$13,631.27)	10/18/2022	Outstanding
3959	Accounts Payable	Computer Check	10/18/2022	CORE & MAIN	\$0.00	\$5,443.12	(\$19,074.39)	10/18/2022	Outstanding
3960	Accounts Payable	Computer Check	10/18/2022	EHRlich	\$0.00	\$143.64	(\$19,218.03)	10/18/2022	Outstanding
3961	Accounts Payable	Computer Check	10/18/2022	EXETER SUPPLY COMPANY, INC.	\$0.00	\$1,542.33	(\$20,760.36)	10/18/2022	Outstanding
3962	Accounts Payable	Computer Check	10/18/2022	GUTTMAN ENERGY INC.	\$0.00	\$384.82	(\$21,145.18)	10/18/2022	Outstanding
3963	Accounts Payable	Computer Check	10/18/2022	J.B. HOSTETTER & SONS, INC.	\$0.00	\$146.48	(\$21,291.66)	10/18/2022	Outstanding
3964	Accounts Payable	Computer Check	10/18/2022	LANDSCAPE IMPRESSIONS	\$0.00	\$1,322.77	(\$22,614.43)	10/18/2022	Outstanding
3965	Accounts Payable	Computer Check	10/18/2022	MIKE NELSON CONSULTING	\$0.00	\$50.00	(\$22,664.43)	10/18/2022	Outstanding
3966	Accounts Payable	Computer Check	10/18/2022	OFFICE BASICS INC.	\$0.00	\$172.29	(\$22,836.72)	10/18/2022	Outstanding
3967	Accounts Payable	Computer Check	10/18/2022	PA ONE CALL SYSTEM, INC.	\$0.00	\$116.24	(\$22,952.96)	10/18/2022	Outstanding
3968	Accounts Payable	Computer Check	10/18/2022	PENNDOT	\$0.00	\$110.00	(\$23,062.96)	10/18/2022	Outstanding
3969	Accounts Payable	Computer Check	10/18/2022	PPL	\$0.00	\$4,208.75	(\$27,271.71)	10/18/2022	Outstanding
3970	Accounts Payable	Computer Check	10/18/2022	RALPH C. ECKELS III	\$0.00	\$54.44	(\$27,326.15)	10/18/2022	Outstanding
3971	Accounts Payable	Computer Check	10/18/2022	RODERICK FREY, III	\$0.00	\$85.00	(\$27,411.15)	10/18/2022	Outstanding
3972	Accounts Payable	Computer Check	10/18/2022	ROHRER S INCORPORATED	\$0.00	\$459.70	(\$27,870.85)	10/18/2022	Outstanding
3973	Accounts Payable	Computer Check	10/18/2022	SCHAEDLER YESCO DISTRIBUT	\$0.00	\$271.54	(\$28,142.39)	10/18/2022	Outstanding
3974	Accounts Payable	Computer Check	10/18/2022	SUBURBAN TESTING LABS, INC	\$0.00	\$379.68	(\$28,522.07)	10/18/2022	Outstanding
3975	Accounts Payable	Computer Check	10/18/2022	T & W TRAFFIC CONTROL	\$0.00	\$249.00	(\$28,771.07)	10/18/2022	Outstanding
3976	Accounts Payable	Computer Check	10/18/2022	UGI UTILITIES, INC.	\$0.00	\$30.16	(\$28,801.23)	10/18/2022	Outstanding
3977	Accounts Payable	Computer Check	10/18/2022	WOLGGIE S LAWN CARE LLC.	\$0.00	\$160.00	(\$28,961.23)	10/18/2022	Outstanding

Summary by Transaction Type

Total Deposits	\$0.00
Less Payments by Transaction Type:	
Computer Check	(\$28,961.23)
Total Payments:	(\$28,961.23)
Adjustments:	
Payment Adjustments	\$0.00
Deposit Adjustments	\$0.00
Total Adjustments:	\$0.00
Total Change in Register Balance:	(\$28,961.23)

Mount Joy Authority Check Register - Sewer Operating Fund

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running		Status
							Total	Post Date	
4139	Accounts Payable	Computer Check	10/5/2022	SCOTT KLING	\$0.00	\$98.55	(\$98.55)	10/5/2022	Outstanding
4140	Accounts Payable	Computer Check	10/5/2022	WEX BANK	\$0.00	\$261.68	(\$360.23)	10/5/2022	Outstanding
4141	Accounts Payable	Computer Check	10/18/2022	AIRGAS USA LLC	\$0.00	\$74.92	(\$435.15)	10/18/2022	Outstanding
4142	Accounts Payable	Computer Check	10/18/2022	ALS GROUP USA CORP.	\$0.00	\$348.00	(\$783.15)	10/18/2022	Outstanding
4143	Accounts Payable	Computer Check	10/18/2022	AMS	\$0.00	\$2,077.01	(\$2,860.16)	10/18/2022	Outstanding
4144	Accounts Payable	Computer Check	10/18/2022	BOROUGH OF MOUNT JOY	\$0.00	\$1,880.52	(\$4,740.68)	10/18/2022	Outstanding
4145	Accounts Payable	Computer Check	10/18/2022	CORE & MAIN	\$0.00	\$4,952.50	(\$9,693.18)	10/18/2022	Outstanding
4146	Accounts Payable	Computer Check	10/18/2022	EXETER SUPPLY COMPANY, INC.	\$0.00	\$949.20	(\$10,642.38)	10/18/2022	Outstanding
4147	Accounts Payable	Computer Check	10/18/2022	FISHER SCIENTIFIC	\$0.00	\$966.35	(\$11,608.73)	10/18/2022	Outstanding
4148	Accounts Payable	Computer Check	10/18/2022	FREIGHTLINER OF LANCASTER	\$0.00	\$2,435.03	(\$14,043.76)	10/18/2022	Outstanding
4149	Accounts Payable	Computer Check	10/18/2022	GARDEN SPOT ELECTRIC INC	\$0.00	\$860.00	(\$14,903.76)	10/18/2022	Outstanding
4150	Accounts Payable	Computer Check	10/18/2022	GRAINGER	\$0.00	\$519.75	(\$15,423.51)	10/18/2022	Outstanding
4151	Accounts Payable	Computer Check	10/18/2022	GUTTMAN ENERGY INC.	\$0.00	\$169.14	(\$15,592.65)	10/18/2022	Outstanding
4152	Accounts Payable	Computer Check	10/18/2022	HACH COMPANY	\$0.00	\$71.91	(\$15,664.56)	10/18/2022	Outstanding
4153	Accounts Payable	Computer Check	10/18/2022	J.B. HOSTEITER & SONS, INC.	\$0.00	\$289.62	(\$15,954.18)	10/18/2022	Outstanding
4154	Accounts Payable	Computer Check	10/18/2022	LEFFLER ENERGY	\$0.00	\$852.36	(\$16,806.54)	10/18/2022	Outstanding
4155	Accounts Payable	Computer Check	10/18/2022	MESSICK'S	\$0.00	\$34.34	(\$16,840.88)	10/18/2022	Outstanding
4156	Accounts Payable	Computer Check	10/18/2022	MIKE NELSON CONSULTING	\$0.00	\$50.00	(\$16,890.88)	10/18/2022	Outstanding
4157	Accounts Payable	Computer Check	10/18/2022	MOUNT JOY SOLAR POWER LLC	\$0.00	\$6,402.42	(\$23,293.30)	10/18/2022	Outstanding
4158	Accounts Payable	Computer Check	10/18/2022	NAPA MOUNT JOY AUTO PARTS	\$0.00	\$65.46	(\$23,358.76)	10/18/2022	Outstanding
4159	Accounts Payable	Computer Check	10/18/2022	OFFICE BASICS INC.	\$0.00	\$459.10	(\$23,817.86)	10/18/2022	Outstanding
4160	Accounts Payable	Computer Check	10/18/2022	ONE STOP ELECTRIC MOTOR RE	\$0.00	\$576.00	(\$24,393.86)	10/18/2022	Outstanding
4161	Accounts Payable	Computer Check	10/18/2022	OVERHEAD DOOR CO.	\$0.00	\$2,951.00	(\$27,344.86)	10/18/2022	Outstanding
4162	Accounts Payable	Computer Check	10/18/2022	PA ONE CALL SYSTEM, INC.	\$0.00	\$116.23	(\$27,461.09)	10/18/2022	Outstanding
4163	Accounts Payable	Computer Check	10/18/2022	PPL	\$0.00	\$538.23	(\$27,999.32)	10/18/2022	Outstanding
4164	Accounts Payable	Computer Check	10/18/2022	RALPH C. ECKELS III	\$0.00	\$54.44	(\$28,053.76)	10/18/2022	Outstanding
4165	Accounts Payable	Computer Check	10/18/2022	RODERICK FREY, III	\$0.00	\$84.99	(\$28,138.75)	10/18/2022	Outstanding
4166	Accounts Payable	Computer Check	10/18/2022	ROHRER S INCORPORATED	\$0.00	\$459.69	(\$28,598.44)	10/18/2022	Outstanding
4167	Accounts Payable	Computer Check	10/18/2022	ROY RESSLER & SON, INC.	\$0.00	\$2,590.35	(\$31,188.79)	10/18/2022	Outstanding
4168	Accounts Payable	Computer Check	10/18/2022	SCHAEDLER YESCO DISTRIBUT	\$0.00	\$271.53	(\$31,460.32)	10/18/2022	Outstanding
4169	Accounts Payable	Computer Check	10/18/2022	SECURITY FENCE CO	\$0.00	\$1,536.63	(\$32,996.95)	10/18/2022	Outstanding
4170	Accounts Payable	Computer Check	10/18/2022	SUBURBAN TESTING LABS, INC	\$0.00	\$464.80	(\$33,461.75)	10/18/2022	Outstanding
4171	Accounts Payable	Computer Check	10/18/2022	T & W TRAFFIC CONTROL	\$0.00	\$249.00	(\$33,710.75)	10/18/2022	Outstanding
4172	Accounts Payable	Computer Check	10/18/2022	UGI UTILITIES, INC.	\$0.00	\$79.42	(\$33,790.17)	10/18/2022	Outstanding
4173	Accounts Payable	Computer Check	10/18/2022	USALCO	\$0.00	\$5,455.59	(\$39,245.76)	10/18/2022	Outstanding

Mount Joy Authority Check Register - Sewer Operating Fund

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running Total	Post Date	Status
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Summary by Transaction Type

Total Deposits	\$0.00
Less Payments by Transaction Type:	
Computer Check	(\$39,245.76)
Total Payments:	(\$39,245.76)
Adjustments:	
Payment Adjustments	\$0.00
Deposit Adjustments	\$0.00
Total Adjustments:	\$0.00
Total Change in Register Balance:	(\$39,245.76)

MOUNT JOY BOROUGH AUTHORITY
WATER SYSTEM
RESOLUTION AND REQUISITION

WATER SYSTEM REQUISITION NO.: WBRI 22-15

Date: October 18, 2022

RESOLUTION

RESOLVED, in accordance with Article VI, Section 6.06 of the Trust Indenture of the Mount Joy Borough Authority (the "Authority") to Fulton Bank, National Association (the "Trustee"), as successor to Union National Community Bank (the "Prior Trustee"), as Trustee, dated as of May 1, 1993, securing Guaranteed Water Revenue Bonds, Series of 1993 (the "Trust Indenture") the Trustee is hereby authorized and requested to make the following payments for authorized projects, including either capital additions or extraordinary repairs, renewals or replacements from the Bond Redemption and Improvement Fund established under the aforesaid Indenture and held by the Trustee for the following purposes and in the amounts and for the purposes set forth below:

<u>Payee</u>	<u>Purpose of Obligation</u>	<u>Amount of this Requisition</u>
SEE ATTACHED EXHIBIT "A"		\$ 1,674.66

CERTIFICATE

The undersigned Secretary hereby certifies that the Resolution set forth above was duly adopted by the Board of Directors of Mount Joy Borough Authority at a meeting duly called and held on October 18, 2022 and remains in full force and effect on the date hereof.

THIS CERTIFICATE is executed the 18th day of October, 2022.

(Secretary) (Assistant Secretary)

AUTHORITY SEAL

EXHIBIT "A"

WATER BOND REDEMPTION AND IMPROVEMENT FUND

<u>Payee</u>	<u>Purpose of Obligation</u>	<u>Amount of this Requisition</u>
Exeter Supply Co., Inc. 117 Prospect Street Reading, PA 19606	Wood Street Water Main Replacement Project; Invoice 321075	\$ 508.48
Highway Materials, Inc. PO Box 62879 Baltimore, MD 21264-2879	Wood Street Water Main Replacement Project; Invoice 296072	\$ 527.55
PA Department of Transportation Office of Comptroller Operations AR PENNDOT - non-apras PO Box 15758 Harrisburg, PA 17105	Marietta Avenue PENNDOT Project; Invoice 1802825155	\$ 638.63

MOUNT JOY BOROUGH AUTHORITY
LANCASTER COUNTY, PENNSYLVANIA
SEWER SYSTEM BOND REDEMPTION AND IMPROVEMENT FUND
REQUISITION FORM

SEWER SYSTEM REQUISITION NO.: SBRI 22-11

Date: October 18, 2022

Fulton Bank, National Association
Trustee under Trust Indenture
dated November 15, 1996
of Mount Joy Borough Authority
Mount Joy, Pennsylvania

Dear Sirs:

You are hereby requested to make a disbursements of funds from the Bond Redemption and Improvement Fund of the above Bond Indenture of the Mount Joy Borough Authority for the following purposes and in the amounts set forth below:

Payee: _____ Construction Contract
Address: _____ Yes _____ No _____

Purpose of Obligation	Total Obligation	Amount Paid to Date	Amount this Requisition	Current Balance
SEE ATTACHED EXHIBIT "A"			\$ 9,732.50	

In connection therewith, I certify that the above amounts are now due and unpaid, and that such indebtedness is a proper charge against, and has not been made the basis of any previous withdrawal from, the Bond Redemption and Improvement Fund, pursuant to the provisions of the Trust Indenture dated November 15, 1996, from this Authority to your Bank, as Trustee and successor to Union National Community Bank, prior Trustee. I further certify that with respect to the items covered in this Requisition, there are no vendors', mechanics' or other liens (or security interest) upon or affecting any property with respect to which payments are requisitioned and which will not be discharged by such payment.

Further:

EXHIBIT "A"

SEWER BOND REDEMPTION AND IMPROVEMENT FUND

<u>Payee</u>	<u>Purpose of Obligation</u>	<u>Amount of this Requisition</u>
PA Department of Transportation Office of Comptroller Operations AR PENNDOT - non-apras PO Box 15758 Harrisburg, PA 17105	Marietta Avenue PENNDOT Project; Invoice 1802825155	\$ 9,732.50