

Mount Joy Borough Authority
Pre-Authority
October 19, 2021
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 and Joe Ardini, 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 SRBC Testing Plan for Well #3: Mr. Ardini stated that the quote was received for the pre-test in the amount of \$13,000 to perform both test depths. ARRO Consulting has applied for a temporary discharge permit from PA DEP and are expecting to perform the test in November.

Mr. Ardini informed the Board that an employee was involved in a minor vehicle accident. The employee was not injured and was sent for post-accident screening per the handbook policy.

Mr. Ardini informed the Board that Mr. Shawn Younger received his PA DEP Water Operators License. Mr. Ardini stated that his wage will be increased to \$21 per hour.

Operations Manager Report

Mr. Kapcsos was not present at the meeting, therefore, provided a written report and Mr. Ardini highlighted the following:

Mr. Ardini provided an update on the Clarifier & Thickener Rehab Project: Mr. Ardini stated that staff drained the thickener and noticed the beam that supports the influent pipe is degraded and will need to be replaced. Heisey Mechanical will be supplying a change order for the additional work.

Mr. Ardini stated that staff was able to remove the airlift tube from the denite filter #3 and received a response from Evoqua was that the air lift tubes are to be shipped this week.

Mr. Ardini informed the Board that the Authority is in need of some Nitrogen credits. Mr. Ardini noted that the Authority had previously encountered this situation in 2018 and purchased from Swatara Township Sewer Authority and will be reaching out to them again to see if they have any available for purchase.

Mr. Ardini stated that staff continues to scan in water and sewer line specs and development plans for electronic viewing and the IT company will be setting up the tablet capabilities within the next couple weeks.

Business Manager Report

Mrs. Fenicle followed up with a Board request to investigate the number of customers who use the online billing program to pay their quarterly water and sewer invoices. Staff has determined that within a 12-month period, 3,000 customers utilized this option. Mrs. Fenicle also indicated that of the 3,000 customers \$671,700 was collected; \$427,200 credit card payments and \$244,500 echeck payments. Mrs. Fenicle noted that the fees charged to the customers for credit card payments was approximately \$11,300 and the echeck fee is \$1.50 per check, however, the payment system does not provide a breakdown of the number of echecks that were rendered. Mr. Rebman asked

staff to continue to investigate options if the Authority would want to provide free online bill pay and not have the customers absorb the fees.

Minutes of the Previous Meeting

A **MOTION** was made by Mr. Metzler and a second by Mr. Ruffini to approve the September 21, 2021, meeting minutes as presented; motion carried.

Unfinished Business

Authority Board and staff discussed the 2022-2032 slated projects of the Water and Sewer Capital Improvement Plans. A **MOTION** was made by Mr. Metzler and a second by Mr. Derr to approve the slated 2022-2032 Water and Sewer Capital Improvement plans as presented; motion carried.

New Business

There was no new business to discuss.

Any Other Matter Proper to Come before the Authority

Mr. Ardini made the Board aware that Stacy Heistand will be present at the next meeting to provide an updated status on the pension plan.

Authorization to Pay Bills

A **MOTION** was made by Mr. Ruffini and a second by Mr. Melhorn to approve the attached Requisition No. 12 as follows: \$58,840.95 for the Water Operating Fund and \$58,230.00 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 21-18 in the amount of \$4,368.09 from the Water Bond Redemption and Improvement Fund; 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 4:32 PM.

Respectfully submitted,

J. Michael Melhorn
Secretary