

Mount Joy Borough Authority
Pre-Authority
September 15, 2020
Minutes

The Mount Joy Borough Authority held its Pre-Authority meeting on this date in Council Chambers of the Borough Offices Building. Present were Vice-Chairman Derr, Mr. Metzler and Mr. Ruffini. Also, present were Angie Fenicle, and Scott Kapcsos, Jimmy Dennis from ARRO Consulting and Mike Davis 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.

Consulting Engineer Report

Mr. Dennis provided updates on the following projects and developments:

South Jacob Street Water Treatment Plant and Well 3 Site – ARRO continues to coordinate with the Authority and PACT TWO, LLC relative to warranty items and final close out documents from PACT TWO and sub-contractors. ARRO also continues to follow up on warranty issues with W.C. Eshenaur relating to the dehumidification/heating system, and indicated that a new heater was in production and should be provided by mid-to-late September.

Lumber Street Elevated Tank Rehabilitation - Minaon, Inc. has effectively completed the painting of the two tanks. ARRO is working with Minaon and Mr. Doug DeClerck to establish a timeline for substantial and final completion including closeout documents.

Wastewater Treatment Plant Digester Gas System – ARRO had several discussions with Authority staff, manufacture and manufacturer's representative and has scheduled an onsite meeting on September 23rd for further assessment and discussion.

Marietta Avenue Pedestrian Safety Project – ARRO has been providing construction observation services while the contractor is installing storm sewer piping close to the Authority's water and sanitary sewer facilities.

South Jacob Street Water Plant 1-Yr Operation Report – ARRO has provided staff with a draft copy of the report. Staff reviewed and discussed with ARRO. ARRO is currently revising the draft to include final operational data provided by staff. ARRO anticipates having the final report ready to submit to PA DEP by September 25th.

Wasterwater Treatment Plant Clarifier & Thickener Rehabilitation – The drive units have been received by the contractor and are scheduled to be onsite the week of September 14th to start the disassembly and installation site work.

Laurel Harvest Labs – The contractor has begun site work and noted some utility conflicts with the storm sewer facilities and the Authority's water and sanitary sewer facilities; adjustments have been reviewed and made in the field as needed. A meeting is scheduled this week to discuss the NPDES permit amendment.

Elm Tree Properties – Phase 5A – The owner has requested the Authority accepts dedication of the water and sanitary sewer facilities. ARRO has reviewed the records and submitted a recommendation letter to accept dedication.

Good Country Fruit – ARRO is continuing to review and provide recommendations on the record drawings.

Scheler Property – ARRO is continuing to review and provide recommendations on the record drawings.

Holiday Inn – The contractor as completed final paving. ARRO will witness the vacuum testing of the sanitary sewer manholes the week of September 14th. ARRO met with Authority staff to review paving restoration of Authority Drive and feel the contractor will perform restoration to the Authority's satisfaction.

The Meadows – The owner has requested the release of the 18-months maintenance agreement and associated escrow funds. ARRO has reviewed and submitted a recommendation letter to release the funds.

Authority Manager Report

Mr. Ardini provided a written report, was not in attendance.

Operations 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 8" water main installation. Water samples were taken and submitted. Staff will perform hydrostatic testing this week and will proceed with connecting service lines following a successful pressure test.

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

- Staff completed the water and wastewater reporting.
- Staff has been working on creating Standard Operating Procedures to include with our 12-month report to PA DEP.
- Staff has nearly completed all meter repair work orders for the third quarter readings. There has also been an unusual large amount of high user letters mailed this quarter of which could be related to the stay at home order from COVID-19.

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

- Heisey Mechanical will be starting the Clarifier & Thickener Rehabilitation Project this week.
- Staff will be televising the sewer mains at Elm Tree Phase 5A this week.
- Staff replaced DO probes at both the aeration tank and the UV tank. Staff also performed maintenance cleaning the UV tank.

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

- Staff has noted a billing error with the new Kamstrup meters that were installed during the second quarter. Mr. Kapcsos made Core & Main aware, of which in return, will provide credits on future meter purchases until the lost of revenue is recouped.
- Susquehanna Municipal Trust (SMT) has cancelled the safety inspections that were scheduled this week.

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. Ruffini to approve the August 18, 2020 meeting minutes as presented; motion carried.

Unfinished Business

There was no unfinished business to discuss.

New Business

A **MOTION** was made by Mr. Metzler and a second by Mr. Derr to approve Resolution No. 4-20 to enter into a Deed of Dedication for the conveyance of Interest in Utility Facilities to serve Elm Tree Properties, LLC Phase 5A and to maintain the letter of credit of 15% of construction cost for 18 months as recommended by ARRO Consulting's letter dated September 4, 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. 8 as follows: \$26,635.97 from the Water Operating Fund and \$46,837.48 from the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Ruffini and a second by Mr. Metzler to approve the attached Requisition No. WBRI 20-15 from the Water Bond Redemption and Improvement Fund in the amount of \$10,008.53; motion carried.

Adjournment

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 4:45 PM.

Respectfully submitted,

Paul F. Ruffini
Assistant Secretary