

Mount Joy Borough Authority
Pre-Authority
September 17, 2019
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 and Mr. Metzler. Also, present were Angie Fenicle, Joe Ardini and Scott Kapcsos, Matt Warfel from ARRO Consulting and Dan Desmond and Matt Hennesy from Barley Snyder. Mr. Weems was absent. Chairman Rebman called the meeting to order at 4 PM.

Public Input Period

There was no one present from the public.

Discussion of Authority Pension Plan

Mr. Stacy Heistand from Asset Strategy was present to discuss and update with the Board and Authority staff the funding status. Mr. Heistand noted that despite the changes made to update the mortality tables, plan funding remains steady with a funded ratio of 94%.

Consulting Engineer Report

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

South Jacob Street Water Treatment Plant and Well 3 Site – Mr. Warfel noted that the final completion date is slated for September 27th. It was noted the PACT TWO has yet provided a construction schedule showing the completion of the punch list items. Mr. Warfel stated that the electrical, hvac and mechanical contractors are in the process of providing their closeout documents. ARRO, Authority Board and staff had discussions on the status of the flooring, concrete in the drain and possible change orders.

An executive session was called at 4:56 for possible litigation with no decisions made. A **MOTION** was made by Mr. Derr and a second by Mr. Metzler to reconvene the public session at 6:10 PM; motion carried.

Marietta Avenue Pedestrian Safety – Utility work is scheduled to start around September 19th. ARRO will be providing RPR services when necessary on the project. ARRO has reviewed a second round of shop drawing submittals and all were approved.

WWTP Clarifier and Thickener Rehabilitation: ARRO had started with the design documents.

Lumber Street Elevated Tank Rehabilitation: ARRO is finalizing the bidding documents; anticipating to advertise the first week of October; Pre-bid meeting on November 13th; open bids on December 18th; plan to award on January 21st; construction to begin by April 1, 2020.

Pinkerton Road Water Main Replacement: Authority staff has completed construction and ARRO will be creating “as-constructed” documents in the near future.

Elm Tree Development – Elm Tree Phase 5: ARRO continues to provide RPR services. Sanitary sewer main are installed and the contractor is currently installing the sewer laterals. The installation of the water laterals will be started later this week.

Rapho Triangle East Lot F7 (KRM Ventures) – ARRO has received the shop drawings and will be reviewing this week.

Good Country Properties – The water and sewer mains are installed; testing will be completed over the next few weeks.

Scheler Property – The water and sewer mains are installed; testing will be completed over the next few weeks.

QDOS – 1335 Strickler Road – A final walkthrough is scheduled for September 20th; ARRO anticipates recommending the Authority to approve the 18 months maintenance guarantee at the October 22nd meeting.

Holiday Inn – The design firm has been in contact with ARRO and the Authority staff discussing the possibility of making changes to the approved plan; currently ARRO is waiting for an official submittal to review and provide comments.

Calvary Bible Church – Recent discussion with the contractor indicate they are close to final construction on the project.

Authority Manager Report

Mr. Ardini noted that the building committee meeting will be held on September 23rd at 4 pm to walkthrough the purchased property and begin discussion on the building.

Mr. Ardini stated that there was a Sanitary Sewer Overflow (SSO) on September 16th by PACT TWO. PA DEP was contacted, and a five-day report was submitted by the Authority as required.

Mr. Ardini noted that the insurance information was received from Mr. Jeff Shatzer and Authority staff will review and complete the required paperwork. Mr. Shatzer will meet with Authority staff in late September or early October.

Mr. Ardini provided an update on Carmany Pump Station: Mr. Ardini stated that he talked to Landscape Impressions and they are waiting on the quote from where he gets his fence materials from. Mr. Ardini stated that he continues to update Mr. French on the status.

Mr. Ardini noted that the Liaison meeting was held on September 11th and shared that a possibility of a KFC coming to Mount Joy.

Operations Manager Report

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

- Staff has completed the Pinkerton Road project except for the installation of the fire hydrant at the School Lane intersection.
- Staff will be working on some equipment maintenance and repairs that occurred during this year's pipe project.

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

- Staff has completed all work orders from this quarter's water meter readings.
- Staff responded to numerous high bill complaints and have also posted termination notices at properties with delinquent accounts.
- Mr. Bruce Sherman was present to make some updates to the scada system at the Carmany Road Water Treatment Plant.
- Lead and Cooper sampling update: 56 of 60 samples received. Staff is currently going door to door to customers who haven't responded to the letters that were sent.

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

- Staff televised the 15" sewer main on Walden Way for potential sink hole. There were no deficiencies found.
- Staff is currently troubleshooting a problem with the flow meter at Pump Station #1 on Joy Avenue.

Business Manager Report

Mrs. Fenicle stated that the Employer Identification of Plan Administrator / Administrative Committee of the Pension needs to be updated by replacing John D. Leaman to Joseph M. Ardini. A **MOTION** was made by Mr. Derr and a second by Mr. Metzler to update the Employer Identification of Plan Administrator / Administrative Committee of the Mount Joy Borough Authority Pension Plan to Mr. Joseph M. Ardini and Angela A. Fenicle; motion carried.

Minutes of the Previous Meeting

A **MOTION** was made by Mr. Metzler and a second by Mr. Derr to approve the August 20, 2019 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 the 2020 Minimum Municipal Obligation for the Authority's Pension Plan; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Metzler to approve ARRO Consulting's Professional Services Agreement for the clarifiers and thickener rehabilitation project at the Wastewater Treatment Plant and to authorize Mr. Ardini to sign all documents on behalf of the Authority; motion carried.

Any Other Matter Proper to Come before the Authority

There was no any other matter proper to come before the Authority.

Authorization to Pay Bills

A **MOTION** was made by Mr. Metzler and a second by Mr. Derr to approve the attached Requisition No. 10 as follows: \$26,438.17 from the Water Operating Fund and \$59,987.50 from the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Derr to approve the attached Requisition No. WBRI 19-16 from the Water Bond Redemption and Improvement Fund in the amount of \$5,308.94; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Metzler to approve the attached Requisition No. SBRI 19-5 from the Sewer Bond Redemption and Improvement Fund in the amount \$7,848.00; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Derr to approve the attached Requisition No. 55 from the 2016 Construction Fund in the amount of \$29,394.49; motion carried.

Adjournment

There being no further business, a **MOTION** was made by Mr. Derr and seconded by Mr. Metzler to adjourn. Motion carried and the meeting adjourned at 6:40 PM.

Respectfully submitted,

Christopher E. Metzler
Assistant Secretary