

Mount Joy Borough Authority
Pre-Authority
September 18, 2018
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. Hamm and Mr. Metzler. Also present were Angie Fenicle, John Leaman and Joe Ardini, Lola Mowen from ARRO Consulting and Mike Davis from Barley Snyder. Mr. Hiestand was absent. Chairman Rebman called the meeting to order at 4:00 PM.

Public Input Period.

There was no one present from the public.

Discussion of 457B Pension Plan

Mr. Stacy Heistand from Asset Strategy was present to discuss with the Board and staff the changes that will take place to the existing 457B Plan and the new Defined Contribution 457B Plan.

Consulting Engineer Report.

Ms. Lola Mowen provided updates on the following projects and developments:

South Jacob Street Water Treatment Plant and Well 3 Site – Ms. Mowen provided an update to the Board on the construction of the new plant and well 3. Ms. Mowen noted that ARRO received verbal confirmation that the Authority will not incur additional painting cost from the paint supplier as the original proposal is being honored. The Authority Board asked Ms. Mowen to request a letter or email in writing for the records. The Authority Board also asked Ms. Mowen to draft a letter to PACT TWO that the Authority will not be responsible for the additional labor to reapply the paint. Ms. Mowen stated that there was a discrepancy with the Stainless-steel tube. The contractor installed the Stainless-steel Angle of which ARRO accepted and has supporting documentation of the discussion with the contractor. Ms. Mowen stated that the Stainless-steel angle is cheaper than the tube. A discussion took place regarding the PPL line that were hit during construction. Ms. Mowen noted that the lines were marked in July but not within ten days of performing the work. ARRO noted that it is the responsibility of PACT TWO to handle with PPL of which PPL was onsite to inspect the damage and the junction box will need to be replaced. Garden Spot Electric will provide a quote on what it will cost to replace the panel.

Carmany Road Nitrate Resin Replacement – Notice to proceed was issued to M2 Construction on September 6th.

Elm Tree Phase 3B – The final paving and walkthrough was completed. The project is ready for closeout.

Rapho Triangle East Lot F7 – ARRO has received water and sewer improvement plans and provided a comment letter on August 30th. There was a meeting to review the comment letter on September 14th.

Calvary Bible Church – ARRO has reviewed shop drawings for this project on August 7th.

1580 Strickler Road – A revised plan was submitted, and a comment letter was drafted on September 11th.

Authority Manager Report.

Mr. Leaman updated the Board on the 457B Defined Contribution Pension Plan: Mr. Leaman stated he continues to work on the final few fragments for the new plan. A meeting is still scheduled for September 20th for Mr. Stacy Heistand to meet with the employees to discuss the new investment options.

Mr. Leaman provided an update on the Lumber Street Water Tank Painting Project: Mr. Leaman stated that a meeting with the representatives from Verizon, Sprint, AT&T and Lancaster County 911 regarding the tank painting project is scheduled for October 16th.

Mr. Leaman stated that he signed the healthcare renewal documents and returned them to Capital Blue Cross. There is an open enrollment meeting schedule for October 2nd with the employees.

Mr. Leaman stated that there is a sinkhole in the Reserves Development that is the Authority's responsibility. Staff is scheduling to have a vacuum truck to do the excavation for the repair.

Mr. Leaman provided an update on the Jury Property: Mr. Leaman stated that the Borough and Authority received a letter from the Law Office of Scott Albert of which who is representing Mr. and Mrs. Jury. Mr. Albert was requesting a copy of the signed Right of First Refusal Agreement and would also like to know if the parties are interested in the property. The Authority Board agreed to respond to Mr. Albert that there is interest in the property and please allow up to two weeks for the Authority and the Borough to gather more information from the joint executive Borough and Authority meeting that was held on September 10th to discuss this real estate matter.

Mr. Leaman informed the Board that the new pick-up truck has been delivered to Whitmoyer's and will be picked up on Friday.

Assistant Authority Manager Report

Mr. Ardini provided an update on the Construction Department:

- Staff is working on sink holes repairs.
- Staff has been working on water meter repairs from the previous readings.
- Staff finished paving patches on current PA DOT HOP's and sealed the patches.
- The new utility trailer is in and staff will be picking it up this week.
- There was a watermain break on Martin Avenue of which it was repaired without affecting any of the properties.

Mr. Ardini provided an update on the Water Plant:

- There is a pre-construction meeting this Friday for the Nitrate Replacement Project.
- Staff installed the repurposed effluent meter on the Nitrate Units.
- Staff completed their monthly coliform samples today.

Mr. Ardini provided an update on the Waste Water Treatment Plant:

- Staff televised multiple sewer mains and laterals in which sinkholes developed around the utilities.
- Material Matters provided a proposal to purchase additional Nutrient Credits. The cost will be \$85 per credit.
- Heisey Mechanical provided a proposal to install a handrail around the primary digester roofs as per the safety inspection report in the amount of \$1,700.
- The damages of the UV system will cost approximately \$6,425 plus freight. Mr. Ardini noted that he completed the Lancaster County Emergency Management Damage form and submitted it to the Borough Manager.

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

- Staff met with surrounding municipalities for the bi-annual liaison meeting.

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. Hamm to approve the August 21, 2018 meeting minutes; 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. Hamm to approve Payment Application No. 13 from PACT TWO in the amount of \$452,746.06 for the South Jacob Street Water Treatment Plant and Well 3 as recommended by ARRO Consulting's letter dated September 13, 2018; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Hamm to approve Payment Application No. 4 W.C. Eshenaur & Son in the amount of \$35,155.84 for the South Jacob Street Water Treatment Plant and Well 3 as recommended by ARRO Consulting's letter dated September 13, 2018; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Hamm to approve Payment Application No. 7 from Garden Spot Mechanical, Inc. in the amount of \$24,280.00 for the South Jacob Street Water Treatment Plant and Well 3 as recommended by ARRO Consulting's letter dated September 13, 2018; motion carried.

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

A **MOTION** was made by Mr. Metzler and a second by Mr. Derr to approve Resolution No. 6-18 to adopt the amended 457B Plan; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Derr to approve the Participant Loan Policy and Adoption Agreement for the amended 457B 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. Metzler and a second by Mr. Hamm to approve the attached Requisition No. 10 as follows: \$34,209.34 from the Water Operating Fund and \$36,487.50 from the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Metzler to approve the attached Requisition No. 32 from the 2016 Construction Fund in the amount of \$512,326.90; motion carried.

Adjournment.

There being no further business, a **MOTION** was made by Mr. Derr and seconded by Mr. Hamm to adjourn. Motion carried and the meeting adjourned at 5:32 PM.

Respectfully submitted,

Christopher E. Metzler
Assistant Secretary