



- 21 East Main Street, Mount Joy, PA 17552 • (717) 653-5938 • Fax (717) 653-6680
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Mount Joy Borough Authority
Pre-Authority
August 21, 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. Hiestand, Mr. Hamm and Mr. Metzler. Also present were Angie Fenicle and Joe Ardini, Lola Mowen from ARRO Consulting and Mike Davis from Barley Snyder. Chairman Rebman called the meeting to order at 4:00 PM.

Public Input Period.

There was no one present from the public.

Consulting Engineer Report.

Mr. 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. Mr. Metzler asked if someone inspected the top of the trusses. Ms. Mowen replied no. The Authority Board noted that they want the top of the trusses inspected and documented. A discussion took place regarding a possible change order for additional painting due to sandblasting. More information will be following when the documents are received by the painting company.

Carmany Road Nitrate Resin Replacement – The bids were received with M2 Construction being the lowest. A letter was provided to approve at this meeting.

Lumber Street Tank Painting – ARRO met with Authority staff and Mr. Doug DeClerck to discuss the tank painting project. ARRO is writing a PSA for the Authority's consideration for this project.

Good Country Fruit, Strickler Road - ARRO reviewed and provided comments on the fifth submittal of the plan on August 9, 2018.

Scheler Property, Strickler Road - ARRO reviewed and provided comments on the fourth submittal of the plan on August 9, 2018.

The Meadows – ARRO has reviewed the “as-constructed” documents. There are two minor issues that need to be addressed, otherwise the project is completed.

Calvary Bible Church – ARRO has completed the plan review. Shop drawings have been submitted and reviewed, the project is ready to proceed with construction.

Elm Tree 4A – A final walkthrough was performed on July 27, 2018. Fire hydrants need to be painted, otherwise this phase is ready for final dedication.

1580 Strickler Road – The first plan was received and reviewed on August 10, 2018.

Authority Manager Report.

Mr. Leaman was absent from the meeting. Mr. Ardini provided the following information:

Mr. Leaman provided the signed Ascensus Recordkeeping Agreement to Mr. Stacy Heistand. After Mr. Heistand completes another section of the document, he will return it to Ascensus.

Mr. Leaman discussed completing the Bore Hole Geophysics study on Well #3 with Mr. Bill Seaton from The ARM Group. It was Mr. Seaton's opinion that it would be worthwhile to complete the test prior to a packer test to gather additional information which could help determine if a packer test is feasible and what area could need sealed off.

Mr. Shawn Younger accepted the position at the water plant with his starting date set for August 27th at a rate of \$16 per hour.

Mr. Doug DeClerck has supplied the Authority with a revised draft set of specifications and bid sheet for the water tanks. The cost of including a logo and or lettering to the water tanks would cost between \$5,000 to \$7,500.

Mr. Leaman did provide the information concerning the Right of First Refusal to the Building Committee. The next Building Committee meeting is scheduled for August 31st at 9 AM and the joint executive session for both Borough Council and Authority Board is scheduled for September 10th at 5:30.

Information was given to the Board on the potential Tiny Home project that was brought to the Borough Planning Commission. More information will follow.

Assistant Authority Manager Report

Mr. Ardini provided an update on the Construction Department:

- Staff has scheduled the watermain work on Appletree Alley for August 27th and 28th, this will require a boil water notice for customers on Appletree Alley between North Jacob Street and Chestnut Street.
- Staff is still assisting with hydrant flushing, they are finishing section C and will start on section D.
- The sewer lateral installation for 1155 East Main Street has been pushed off until next week by the boring contractor due to weather delays on other projects.
- Staff has been working on paving patches.

Mr. Ardini provided an update on the Water Plant:

- Mr. Dean Zimmerman will start doing some hydrant painting after sections within the system are flushed.
- Staff is scheduling to install a meter on the nitrate units in September, this is the meter that was removed from the plant effluent line when the new mag meter was installed.
- Staff will be scheduling T.A. Duffy to calibrate the well meter, this is done annually.

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

- Staff was working on one of the De-Nite filters at the plant and the issue was resolved.
- The display for the automatic transfer switch has ceased to function. Dyna-Tech quoted a price of \$4,051 to replace the display and replace the block heater on the generator.
- Staff completed the quarterly bio-solids testing.

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

- The quarterly water meter readings started last week and should be completed 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. Hamm to approve the July 17, 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. Hiestand to approve Payment Application No. 12 from PACT TWO in the amount of \$1,642,285.71 for the South Jacob Street Water Treatment Plant and Well 3 as recommended by ARRO Consulting's letter dated August 14, 2018; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Hamm to approve Payment Application No. 2 from Garden Spot Electrical, Inc. in the amount of \$78,120.00 for the South Jacob Street Water Treatment Plant and Well 3 as recommended by ARRO Consulting's letter dated August 14, 2018; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Hamm to approve Payment Application No. 3 W.C. Eshenaur & Son in the amount of \$35,820.23 for the South Jacob Street Water Treatment Plant and Well 3 as recommended by ARRO Consulting's letter dated August 14, 2018; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Hamm to approve Payment Application No. 6 from Garden Spot Mechanical, Inc. in the amount of \$31,005.00 for the South Jacob Street Water Treatment Plant and Well 3 as recommended by ARRO Consulting's letter dated August 14, 2018; motion carried.

Authority Board, staff and ARRO reviewed and discussed the contract bids for the Carmany Road Water Treatment Plant Nitrate Units Resin Replacement Project. A **MOTION** was made by Mr. Derr and a second by Mr. Hiestand to award the lowest qualified bidder, M2 Construction, LLC for the initial Contract Price of \$411,000, which does not include contingency item; 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. 8 as follows: \$31,402.58 from the Water Operating Fund and \$43,524.02 from the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Metzler and a second by Mr. Hamm to approve the attached Requisition No. WBRI 18-13 from the Water Bond Redemption and Improvement Fund in the amount of \$1,052.69; motion carried.

A **MOTION** was made by Mr. Hiestand and a second by Mr. Hamm to approve the attached Requisition No. 30 from the 2016 Construction Fund in the amount of \$1,808,386.02; motion carried.

Adjournment.

There being no further business, a **MOTION** was made by Mr. Metzler and seconded by Mr. Hamm to adjourn. Motion carried and the meeting adjourned at 5:28 PM.

Respectfully submitted,

John A. Hiestand
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: September 18, 2018

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

AMOUNT OF PREVIOUS REQUISITIONS:	\$	<u>401,253.01</u>		
TOTAL AMOUNT OF THIS REQUISITION:	\$	16,032.75	Payroll	Acct. 21544
	\$	18,176.59	Expenses	Acct. 21510
	\$	<u>34,209.34</u>	Total	
TOTAL AMOUNT REQUISITIONED TO DATE:	\$	<u>435,462.35</u>		
TOTAL CURRENT FISCAL YEAR APPROVED BUDGET:	\$	<u>2,469,940.00</u>		

Water Fund

Debit	06.448.702	Water Wages	\$	5,529.12	Kling, Zach, Shawn	
	06.449.752	Construction Crew Wages	\$	3,829.55	Scott, Jim, Jason, Bret, Wayne (Split)	
	06.400.782	Authority Manager	\$	1,630.15	John (Split)	
	06.400.783	Operations Manager	\$	1,503.90	Joe (Split)	
	06.400.784	Business Manager	\$	1,030.84	Angie (Split)	
	06.400.785	Administrative Assistant	\$	857.20	Lindsey (Split)	
	06.400.790	Board Members	\$	312.50	Members paid per month (Split)	(Pay closest to 1st Tuesday)
	06.400.804	Employer Taxes	\$	1,269.38	Split	
	06.400.804	ADP Invoice	\$	70.11	Split	
			TOTAL	\$ 16,032.75		

Mount Joy Authority

Check Register - Water Operating Fund

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running Total	Post Date	Status
1093	Accounts Payable	Computer Check	9/18/2018	AMS	\$0.00	\$63.25	(\$63.25)	9/18/2018	Outstanding
1094	Accounts Payable	Computer Check	9/18/2018	BARLEY SNYDER LLP	\$0.00	\$3,311.00	(\$3,374.25)	9/18/2018	Outstanding
1095	Accounts Payable	Computer Check	9/18/2018	BLUE WATER CONSTRUCTION S	\$0.00	\$4,200.00	(\$7,574.25)	9/18/2018	Outstanding
1096	Accounts Payable	Computer Check	9/18/2018	DIEER COUNTRY FARM & LAWN, I	\$0.00	\$96.48	(\$7,670.73)	9/18/2018	Outstanding
1097	Accounts Payable	Computer Check	9/18/2018	DRESSER WELDING SUPPLY, INC.	\$0.00	\$38.92	(\$7,709.65)	9/18/2018	Outstanding
1098	Accounts Payable	Computer Check	9/18/2018	EASTERN SALT COMPANY INC.	\$0.00	\$2,765.76	(\$10,475.41)	9/18/2018	Outstanding
1099	Accounts Payable	Computer Check	9/18/2018	EUROFINS EATON ANALYTICAL I	\$0.00	\$982.50	(\$11,457.91)	9/18/2018	Outstanding
1100	Accounts Payable	Computer Check	9/18/2018	EXETER SUPPLY COMPANY, INC.	\$0.00	\$201.90	(\$11,659.81)	9/18/2018	Outstanding
1101	Accounts Payable	Computer Check	9/18/2018	GUTTMAN ENERGY INC.	\$0.00	\$273.89	(\$11,933.70)	9/18/2018	Outstanding
1102	Accounts Payable	Computer Check	9/18/2018	J.B. HOSTETTER & SONS, INC.	\$0.00	\$126.75	(\$12,060.45)	9/18/2018	Outstanding
1103	Accounts Payable	Computer Check	9/18/2018	L/B WATER SERVICE, INC.	\$0.00	\$645.20	(\$12,705.65)	9/18/2018	Outstanding
1104	Accounts Payable	Computer Check	9/18/2018	MGS, INC	\$0.00	\$2,899.50	(\$15,605.15)	9/18/2018	Outstanding
1105	Accounts Payable	Computer Check	9/18/2018	PA ONE CALL SYSTEM, INC.	\$0.00	\$188.34	(\$15,793.49)	9/18/2018	Outstanding
1106	Accounts Payable	Computer Check	9/18/2018	QUALITY METAL WORKS, INC.	\$0.00	\$40.00	(\$15,833.49)	9/18/2018	Outstanding
1107	Accounts Payable	Computer Check	9/18/2018	ROIRER S INCORPORATED	\$0.00	\$706.23	(\$16,539.72)	9/18/2018	Outstanding
1108	Accounts Payable	Computer Check	9/18/2018	SUBURBAN TESTING LABS	\$0.00	\$165.00	(\$16,704.72)	9/18/2018	Outstanding
1109	Accounts Payable	Computer Check	9/18/2018	TRACTOR SUPPLY CREDIT PLAN	\$0.00	\$159.95	(\$16,864.67)	9/18/2018	Outstanding
1110	Accounts Payable	Computer Check	9/18/2018	UGI UTILITIES, INC.	\$0.00	\$16.90	(\$16,881.57)	9/18/2018	Outstanding
1111	Accounts Payable	Computer Check	9/18/2018	UNITED CONCORDIA	\$0.00	\$744.05	(\$17,625.62)	9/18/2018	Outstanding
1112	Accounts Payable	Computer Check	9/18/2018	VERIZON WIRELESS	\$0.00	\$139.36	(\$17,764.98)	9/18/2018	Outstanding
1113	Accounts Payable	Computer Check	9/18/2018	WHITMOYER AUTO GROUP	\$0.00	\$75.20	(\$17,840.18)	9/18/2018	Outstanding
1114	Accounts Payable	Computer Check	9/18/2018	WOLGIE'S LAWN CARE LLC	\$0.00	\$140.00	(\$17,980.18)	9/18/2018	Outstanding
1115	Accounts Payable	Computer Check	9/18/2018	XO COMMUNICATIONS	\$0.00	\$28.25	(\$18,008.43)	9/18/2018	Outstanding
1116	Accounts Payable	Computer Check	9/18/2018	JOHN LEAMAN	\$0.00	\$168.16	(\$18,176.59)	9/18/2018	Outstanding

Summary by Transaction Type

Total Deposits 50.00

Less Payments by Transaction Type:

Computer Check (\$18,176.59)

Total Payments: (\$18,176.59)

Adjustments:

Payment Adjustments 50.00

Deposit Adjustments 50.00

Total Adjustments: 50.00

Total Change in Register Balance: (\$18,176.59)



MOUNT JOY BOROUGH AUTHORITY

P.O. BOX 25

MOUNT JOY, PA 17552

INCORPORATED 1948

TELEPHONE: (717) 653-5938

FAX: (717) 653-6680

SEWER OPERATING REQUISITION NO.: 10

DATE: September 18, 2018

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 November 15, 1996 (the "Indenture"), between the Mount Joy Borough Authority and your bank as Trustee, for the purpose and in the amounts set forth on the attached Schedule "A".

We certify that (i) 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 paragraphs (a) and (b) of Section 6.1 of the Indenture or paragraph (a) of Section 6.3 of the Indenture; (ii) 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 in Section 9.10 of the Indenture; and (iii) the monies to be withdrawn are in compliance with the provisions of said Indenture.

MOUNT JOY BOROUGH AUTHORITY

AUTHORIZED OFFICER

AMOUNT OF PREVIOUS REQUISITIONS:	\$	<u>568,775.16</u>		
TOTAL AMOUNT OF THIS REQUISITION:	\$	20,502.99	Payroll	Acct. 21544
	\$	15,984.51	Expenses	Acct. 21536
	\$	<u>36,487.50</u>	Total	
TOTAL AMOUNT REQUISITIONED TO DATE:	\$	<u>605,262.66</u>		
TOTAL CURRENT FISCAL YEAR APPROVED BUDGET:	\$	<u>2,733,300.00</u>		

Sewer Fund

Debit					
08.429.730	Sewer Wages			\$ 9,999.37	Dennis, Gary, Rex, David
08.428.710	Construction Crew Wages			\$ 3,829.54	Scott, Jim, Jason, Bret, Larry (Split)
08.400.782	Authority Manager			\$ 1,630.16	John (Split)
08.400.783	Operations Manager			\$ 1,503.89	Joe (Split)
08.400.784	Business Manager			\$ 1,030.83	Angie (Split)
08.400.785	Administrative Assistant			\$ 857.21	Lindsey (Split)
08.400.790	Board Members			\$ 312.50	Members paid per month (Split)
08.400.804	Employer Taxes			\$ 1,269.38	Split
08.400.804	ADP Invoice			\$ 70.11	Split
				TOTAL \$ 20,502.99	(Pay closest to 1st Tuesday)

Mount Joy Authority

Check Register - Sewer Operating Fund

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running Total	Post Date	Status
1108	Accounts Payable	Computer Check	9/18/2018	AGRICULTURAL ANALYTICAL S	\$0.00	\$401.00	(\$401.00)	9/18/2018	Outstanding
1109	Accounts Payable	Computer Check	9/18/2018	ALS GROUP USA CORP	\$0.00	\$120.00	(\$521.00)	9/18/2018	Outstanding
1110	Accounts Payable	Computer Check	9/18/2018	AMS	\$0.00	\$63.25	(\$584.25)	9/18/2018	Outstanding
1111	Accounts Payable	Computer Check	9/18/2018	BARLEY SNYDER LLP	\$0.00	\$3,066.00	(\$3,650.25)	9/18/2018	Outstanding
1112	Accounts Payable	Computer Check	9/18/2018	C & W AUTOMOTIVE	\$0.00	\$61.95	(\$3,712.20)	9/18/2018	Outstanding
1113	Accounts Payable	Computer Check	9/18/2018	DRESSSEL WELDING SUPPLY, INC.	\$0.00	\$38.91	(\$3,751.11)	9/18/2018	Outstanding
1114	Accounts Payable	Computer Check	9/18/2018	GOLDEN EQUIPMENT CO INC	\$0.00	\$1,137.35	(\$4,888.46)	9/18/2018	Outstanding
1115	Accounts Payable	Computer Check	9/18/2018	GUTTMAN ENERGY INC.	\$0.00	\$253.82	(\$5,142.28)	9/18/2018	Outstanding
1116	Accounts Payable	Computer Check	9/18/2018	HIGHWAY MATERIALS, INC.	\$0.00	\$917.86	(\$6,060.14)	9/18/2018	Outstanding
1117	Accounts Payable	Computer Check	9/18/2018	J.B. HOSSETTER & SONS, INC.	\$0.00	\$101.53	(\$6,161.67)	9/18/2018	Outstanding
1118	Accounts Payable	Computer Check	9/18/2018	JOHN LEAMAN	\$0.00	\$168.16	(\$6,329.83)	9/18/2018	Outstanding
1119	Accounts Payable	Computer Check	9/18/2018	LJB WATER SERVICE, INC.	\$0.00	\$645.19	(\$6,975.02)	9/18/2018	Outstanding
1120	Accounts Payable	Computer Check	9/18/2018	MGS, INC	\$0.00	\$2,899.50	(\$9,874.52)	9/18/2018	Outstanding
1121	Accounts Payable	Computer Check	9/18/2018	MOUNT JOY AUTO PARTS	\$0.00	\$41.04	(\$9,915.56)	9/18/2018	Outstanding
1122	Accounts Payable	Computer Check	9/18/2018	PA ONE CALL SYSTEM, INC.	\$0.00	\$188.34	(\$10,103.90)	9/18/2018	Outstanding
1123	Accounts Payable	Computer Check	9/18/2018	QUALITY METAL WORKS, INC.	\$0.00	\$40.00	(\$10,143.90)	9/18/2018	Outstanding
1124	Accounts Payable	Computer Check	9/18/2018	RUFUS BRUBAKER REGRIGERAT	\$0.00	\$747.35	(\$10,891.25)	9/18/2018	Outstanding
1125	Accounts Payable	Computer Check	9/18/2018	SUBURBAN TESTING LABS	\$0.00	\$340.00	(\$11,231.25)	9/18/2018	Outstanding
1126	Accounts Payable	Computer Check	9/18/2018	TRUGREEN PROCESSING CENTE	\$0.00	\$63.00	(\$11,294.25)	9/18/2018	Outstanding
1127	Accounts Payable	Computer Check	9/18/2018	UGI UTILITIES, INC.	\$0.00	\$45.38	(\$11,339.63)	9/18/2018	Outstanding
1128	Accounts Payable	Computer Check	9/18/2018	UNITED CONCORDIA	\$0.00	\$744.05	(\$12,083.68)	9/18/2018	Outstanding
1129	Accounts Payable	Computer Check	9/18/2018	USALCO	\$0.00	\$3,437.37	(\$15,521.05)	9/18/2018	Outstanding
1130	Accounts Payable	Computer Check	9/18/2018	VERIZON WIRELESS	\$0.00	\$139.36	(\$15,660.41)	9/18/2018	Outstanding
1131	Accounts Payable	Computer Check	9/18/2018	WEX BANK	\$0.00	\$295.85	(\$15,956.26)	9/18/2018	Outstanding
1132	Accounts Payable	Computer Check	9/18/2018	XO COMMUNICATIONS	\$0.00	\$28.25	(\$15,984.51)	9/18/2018	Outstanding

Summary by Transaction Type

Total Deposits \$0.00

Less Payments by Transaction Type:

Computer Check (\$15,984.51)

Total Payments: (\$15,984.51)

Adjustments:

Payment Adjustments \$0.00

Deposit Adjustments \$0.00

Total Adjustments: \$0.00

Total Change in Register Balance: (\$15,984.51)

MOUNT JOY BOROUGH AUTHORITY
LANCASTER COUNTY, PENNSYLVANIA
WATER SYSTEM

2016 CONSTRUCTION FUND REQUISITION FORM

Requisition No. 32

Date: September 18, 2018

Fulton Bank, N.A., as Trustee under the
Second Supplemental Trust Indenture to the Original
Indenture from Mount Joy Borough Authority,
Lancaster, Pennsylvania

Gentlemen:

Pursuant to Section 5.03 of a Trust Indenture dated as of November 3, 2010 and Section 5.01 of the Second Supplemental Trust Indenture, dated as of November 7, 2016, between Mount Joy Borough Authority (the "Authority") and Fulton Bank, N.A. (the "Trustee"), Lancaster, Pennsylvania, as Trustee, you are authorized and directed to make payment from the 2016 Construction Fund created under Section 5.03 of the Indenture and Section 5.01 of the Second Supplemental Trust Indenture as follows:

Payee (Name & Address)	Purpose for Which Obligation was Incurred	Amount To be Paid	Construction Contract (Yes or No)
Garden Spot Mechanical, Inc. 336 Hostetter Road Manheim, PA 17545	Pay Application #7 for S. Jacob St. Water Plant / Well #3	\$24,280.00	YES
W.C. Eshenaur & Son, Inc. 200 S. 41 st Street Harrisburg, PA 17111	Pay Application #4 for S. Jacob St. Water Plant / Well #3	\$35,155.84	YES
PACT TWO, LLC P.O. Box 74 Ringoos, NJ 08551	Pay Application #13 for S. Jacob St. Water Plant / Well #3	\$452,746.06	YES
Barley Snyder LLP 126 East King Street Lancaster, PA 17602	Legal Services for S. Jacob St. Water Plant / Well #3; Invoice 70124385	\$145.00	NO

Total to be paid on this Requisition \$512,326.90.