

Mount Joy Borough Authority
Pre-Authority
September 19, 2023
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 and Mr. Ruffini. Also, present were Angie Fenicle and Scott Kapcsos and Mr. Mike Davis from Barley Snyder, LP. Mr. Melhorn was absent. Chairman Rebman called the meeting to order at 4 PM.

Public Input Period

No one from the public was present.

Consulting Engineer Report

ARRO Consulting provided a written report and Mr. Kapcsos highlighted the following:

Mr. Kapcsos informed the Board that the development known as Chiques Crossing submitted a capacity request letter along with a sketch plan showing 378 apartment units for review. Mr. Kapcsos noted that escrow funds have yet to be received; therefore, no reviews have started.

Mr. Kapcsos informed the Board that the Authority received a request for a sewer module for the subdivision of Miabach Lane.

Authority Manager Report

Mr. Kapcsos provided a written report and highlighted the following:

Mr. Kapcsos informed the Board that himself and two other department supervisors attended a leadership development conference and was well received.

Mr. Kapcsos provided an update on the security cameras: Mr. Kapcsos stated that the documentation was signed, and the order has been confirmed.

Mr. Kapcsos informed the Board that Ms. Susan Parker has started her employment with the Authority on September 11th and is going well. Mr. Kapcsos stated that staff started processing Mr. James Parker's pre-employment documents and looks to start on September 25th. Mr. Kapcsos also noted that he offered a position to Mr. Caleb Pardun who has verbally accepted and looks to start on October 23rd.

Mr. Kapcsos provided an update on the employee health insurance: Mr. Kapcsos stated that staff reviewed the documents provided, and is recommending staying with Capital Blue Cross. Mr. Kapcsos noted that despite the small increase, the staffing changes off-set the amount of the increase. Mr. Kapcsos also informed the Board that staff sent a request letter to Capital Blue Cross requesting the policy dates to be inline with the Authority's fiscal year with no contractual obligation and new plan year will start May 1, 2024. Mr. Kapcsos explained that the Authority would extend the currently policy for employees from November 1, 2023, to April 30, 2024. The Authority will reimburse the employees for deductibles that occurred from November 1, 2023 to April 30, 2024.

Business Manager Report

Mrs. Fenicle informed the Board that Industrial Appraisal Company will conduct a revaluation of the Authority's properties to provide updated information for the upcoming general liability insurance policy.

Minutes of the Previous Meeting

A **MOTION** was made by Mr. Metzler and a second by Mr. Ruffini to approve the August 15, 2023, meeting minutes as presented; motion carried.

Unfinished Business

There was no unfinished business to discuss.

New Business

A **MOTION** was made by Mr. Derr and a second by Mr. Ruffini to approve Resolution No. 9-2023 to authorize the disposition of public records as set forth in the Municipal Records Manual; motion carried.

Any Other Matter Proper to Come before the Authority

Mr. Kapcsos provided an update of the Building Ad-Hoc Committee meeting for the proposed new / upgrade administration building: Mr. Kapcsos noted that the building layout plan will be presented to the Borough Planning Commission next month.

Authorization to Pay Bills

A **MOTION** was made by Mr. Metzler and a second by Mr. Ruffini to approve the attached Requisition No. 9 as follows: \$47,155.07 for the Water Operating Fund and \$62,260.21 for the Sewer Operating Fund; motion carried.

Adjournment

There being no further business, a **MOTION** was made by Mr. Derr and seconded by Mr. Ruffini to adjourn. Motion carried and the meeting adjourned at 4:24 PM.

Respectfully submitted,

Paul F. Ruffini
Assistant Secretary