



**Mount Joy Borough Authority Meeting
Agenda
4:00 PM, September 4, 2018**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call - Mr. Rebman, Mr. Derr, Mr. Hiestand, Mr. Hamm and Mr. Metzler.
4. Public Input Period – Hearing of any citizen within the service area.
5. Reports
 - A. Authority Engineer
 - B. Authority Manager
 - C. Assistant Authority Manager
 - D. Business Manager
6. Approval of the Minutes – Approval of the minutes from August 7, 2018.
7. Unfinished Business
8. New Business
 - A. Consider approval of change order #1 for Garden Spot Electrical (Contract No. 2) request to increase the contract amount by \$5,896.00 as recommended by ARRO Consulting's letter dated August 28, 2018.
9. Any other matter proper to come before the Authority
10. Authorization to pay bills
 - A. Consider approval of Requisition No. 9 for the Water Operating Fund in the amount of \$38,650.59 and Sewer Operating Fund in the amount of \$60,263.39.
 - B. Consider approval of Requisition No. WBRI 18-14 from the Water Bond Redemption and Improvement Fund in the amount of \$1,039.31.
 - C. Consider approval of Requisition No. 31 from the 2016 Construction Fund in the amount of \$15,761.56.
11. Meetings and dates of importance
 - A. Friday, September 7, 2018 Company Picnic – 12 PM
 - B. Monday, September 10, 2018 Joint Authority/Borough Meeting – 5:30 PM
 - C. Tuesday, September 11, 2018 Liaison Committee Meeting – 4 PM
 - D. Tuesday, September 18, 2018 Pre-Authority Meeting – 4 PM
12. Adjournment

If you are a person that requires accommodations to participate, please contact Borough staff to discuss how we may best accommodate your needs.

X

| | MTD | YTD | Fiscal year thru period ending 09/30/2018 | |
|--|-----------|------------|---|------------------|
| | Actual | Actual | Budget | Remaining Budget |
| 06.378.601 Residential Water Service | .00 | 471,961.66 | 1,710,000.00 | 1,238,038.34 |
| 06.378.602 Commercial Water Service | .00 | 55,743.14 | 229,000.00 | 173,256.86 |
| 06.378.603 Industrial Water Service | .00 | 84,755.48 | 321,000.00 | 236,244.52 |
| 06.378.604 Public / Other Water Service | .00 | 27,067.53 | 102,000.00 | 74,932.47 |
| 06.378.605 Water Tapping / Connection Fe | .00 | 67,602.00 | .00 | (67,602.00) |
| 06.378.606 Water Meter Sales | .00 | 6,060.99 | 20,000.00 | 13,939.01 |
| 06.378.607 Lease / Rent Agreements | .00 | 25,149.51 | 74,640.00 | 49,490.49 |
| 06.378.608 Misc Revenue / Reimbursements | .00 | 1,882.25 | 5,000.00 | 3,117.75 |
| 06.378.609 Fnal Reading Fees | .00 | 1,717.50 | 3,000.00 | 1,282.50 |
| 06.378.610 Interest Income | .00 | 151.66 | 1,000.00 | 848.34 |
| 06.378.611 Lien Payoffs | .00 | .00 | 300.00 | 300.00 |
| 06.378.612 Insurance Rebates | .00 | .00 | 4,000.00 | 4,000.00 |
| 06.378 Subtotal | .00 | 742,091.72 | 2,469,940.00 | 1,727,848.28 |
| <hr/> | | | | |
| Total Revenue | .00 | 742,091.72 | 2,469,940.00 | 1,727,848.28 |
| <hr/> | | | | |
| 06.400.782 Authority Manager Wages | .00 | 14,671.35 | 42,384.03 | 27,712.68 |
| 06.400.783 Operations Manager Wages | .00 | 13,535.10 | 39,101.28 | 25,566.18 |
| 06.400.784 Business Manager Wages | .00 | 9,277.56 | 26,801.77 | 17,524.21 |
| 06.400.785 Admin Assistant Wages | .00 | 7,714.83 | 22,290.06 | 14,575.23 |
| 06.400.790 Authority Board Members Wages | .00 | 1,250.00 | 3,750.00 | 2,500.00 |
| 06.400.791 Pension | 100.00 | 11,456.67 | 43,573.79 | 32,117.12 |
| 06.400.792 Water / Sewer Billing | .00 | 3,430.49 | 11,000.00 | 7,569.51 |
| 06.400.793 Office Supplies | .00 | 912.43 | 2,000.00 | 1,087.57 |
| 06.400.794 Communication Expense | 139.37 | 1,511.48 | 3,700.00 | 2,188.52 |
| 06.400.795 Engineering | 258.85 | 2,876.82 | 25,000.00 | 22,123.18 |
| 06.400.796 Trustee | .00 | .00 | 3,000.00 | 3,000.00 |
| 06.400.797 Legal Expense | .00 | 8,850.25 | 25,000.00 | 16,149.75 |
| 06.400.798 Liability / Worker's Comp Ins | .00 | 6,244.50 | 46,000.00 | 39,755.50 |
| 06.400.799 Health Insurance | 10,840.08 | 59,362.17 | 166,486.19 | 107,124.02 |
| 06.400.800 Building Rental / Reim's. | .00 | 5,551.81 | 35,000.00 | 29,448.19 |
| 06.400.801 Auditor Expense | .00 | 15,500.00 | 25,000.00 | 9,500.00 |
| 06.400.802 Uniforms | .00 | 610.36 | 3,000.00 | 2,389.64 |
| 06.400.804 Payroll Taxes / Fees | .00 | 12,416.73 | 45,000.00 | 32,583.27 |
| 06.400.806 General Expense | .00 | 421.91 | 3,000.00 | 2,578.09 |
| 06.400.807 Dues / Memberships | .00 | 1,254.96 | 6,500.00 | 5,245.04 |
| 06.400.808 Training | .00 | 320.00 | 3,500.00 | 3,180.00 |
| 06.400.809 Bank Charges | .00 | 31.50 | 200.00 | 168.50 |
| 06.400.810 Advertising / Printing | .00 | 2,848.02 | 4,000.00 | 1,151.98 |
| 06.400 Subtotal | 11,338.30 | 180,048.94 | 585,287.12 | 405,238.18 |
| <hr/> | | | | |
| 06.448.702 Trmt-Water Wages | .00 | 52,788.32 | 191,805.50 | 139,017.18 |
| 06.448.703 Trmt-Supplies / Lab Supplies | 479.73 | 1,133.89 | 4,000.00 | 2,866.11 |

X

| | MTD | YTD | Fiscal year thru period ending 09/30/2018 | |
|--|-------------|------------|---|------------------|
| | Actual | Actual | Budget | Remaining Budget |
| 06.448.704 Trmt-Testing | 617.00 | 6,766.80 | 19,000.00 | 12,233.20 |
| 06.448.705 Trmt- Plant Repairs / Maint. | 145.50 | 4,440.46 | 85,000.00 | 80,559.54 |
| 06.448.706 Trmt-Chemicals | 3,235.28 | 32,817.29 | 140,000.00 | 107,182.71 |
| 06.448.707 Trmt-General Expense | .00 | .00 | 500.00 | 500.00 |
| 06.448.708 Trmt-Vehicle Expense | 215.96 | 1,549.41 | 7,000.00 | 5,450.59 |
| 06.448.709 Trmt-Utilities | 3,348.07 | 21,684.29 | 100,000.00 | 78,315.71 |
| 06.448.710 Trmt-Equipment Purchase/Tools | .00 | .00 | 5,000.00 | 5,000.00 |
| 06.448.711 Equipment Maintenance | .00 | 254.60 | 2,000.00 | 1,745.40 |
| 06.448 Subtotal | 8,041.54 | 121,435.06 | 554,305.50 | 432,870.44 |
| 06.449.752 Dist-Const Dept Wages | .00 | 37,762.61 | 120,980.20 | 83,217.59 |
| 06.449.753 Dist-Supplies | .00 | 300.69 | 3,000.00 | 2,699.31 |
| 06.449.754 Dist-Meters | .00 | 6,779.70 | 40,000.00 | 33,220.30 |
| 06.449.755 Dist-Fire Hydrant Expenses | .00 | 2,602.77 | 12,500.00 | 9,897.23 |
| 06.449.756 Dist-Repairs/Maintenance | 1,607.42 | 13,705.36 | 80,000.00 | 66,294.64 |
| 06.449.757 Dist-Equipment Maintenance | .00 | 838.77 | 5,500.00 | 4,661.23 |
| 06.449.758 Dist-Equip Purchases / Tools | .00 | 410.01 | 6,000.00 | 5,589.99 |
| 06.449.759 Dist-Service Connections | .00 | .00 | 1,500.00 | 1,500.00 |
| 06.449.760 Dist-Vehicle Expense | 278.02 | 4,643.62 | 12,000.00 | 7,356.38 |
| 06.449.761 Dist-General Expense | .00 | 159.66 | 1,000.00 | 840.34 |
| 06.449.762 Dist-Utilities | 1,486.14 | 7,270.98 | 30,000.00 | 22,729.02 |
| 06.449 Subtotal | 3,371.58 | 74,474.17 | 312,480.20 | 238,006.03 |
| 06 Created by posting | 22,751.42 | 375,958.17 | 1,452,072.82 | 1,076,114.65 |
| Total Expenditure | 22,751.42 | 375,958.17 | 1,452,072.82 | 1,076,114.65 |
| Net revenue over (under) expenses | (22,751.42) | 366,133.55 | 1,017,867.18 | 651,733.63 |

X

| | MTD | YTD | Fiscal year thru period ending 09/30/2018 | |
|--|-----------|------------|---|------------------|
| | Actual | Actual | Budget | Remaining Budget |
| 08.364.601 Residential Sewer Service | .00 | 572,435.25 | 2,077,000.00 | 1,504,564.75 |
| 08.364.602 Commercial Sewer Service | .00 | 62,555.16 | 246,000.00 | 183,444.84 |
| 08.364.603 Industrial Sewer Service | .00 | 29,327.33 | 117,000.00 | 87,672.67 |
| 08.364.604 Public / Other Sewer Service | .00 | 31,208.68 | 115,000.00 | 83,791.32 |
| 08.364.605 Sewer Tapping / Connection Fe | .00 | 139,696.11 | 50,000.00 | (89,696.11) |
| 08.364.606 Water Meter Sales | .00 | 6,060.99 | 20,000.00 | 13,939.01 |
| 08.364.607 Quarterly Surcharge Fees | .00 | 3,132.30 | 25,000.00 | 21,867.70 |
| 08.364.608 Misc Revenue / Reimbursements | .00 | 695.38 | 5,000.00 | 4,304.62 |
| 08.364.609 Final Reading Fees | .00 | 1,705.00 | 3,000.00 | 1,295.00 |
| 08.364.610 Interest Income | .00 | 223.18 | 1,000.00 | 776.82 |
| 08.364.611 Lien Payoffs | .00 | .00 | 300.00 | 300.00 |
| 08.364.612 Insurance Rebates | .00 | .00 | 4,000.00 | 4,000.00 |
| 08.364.613 Energy Reimbursements | .00 | 32,266.00 | 70,000.00 | 37,734.00 |
| 08.364 Subtotal | .00 | 879,305.38 | 2,733,300.00 | 1,853,994.62 |
| <hr/> | | | | |
| Total Revenue | .00 | 879,305.38 | 2,733,300.00 | 1,853,994.62 |
| <hr/> | | | | |
| 08.400.782 Authority Manager Wages | .00 | 14,671.44 | 42,384.03 | 27,712.59 |
| 08.400.783 Operations Manager Wages | .00 | 13,535.01 | 39,101.28 | 25,566.27 |
| 08.400.784 Business Manager Wages | .00 | 9,277.47 | 26,801.77 | 17,524.30 |
| 08.400.785 Admin Assistant Wages | .00 | 7,714.81 | 22,290.06 | 14,575.25 |
| 08.400.790 Authority Board Member Wages | .00 | 1,250.00 | 3,750.00 | 2,500.00 |
| 08.400.791 Pension | 100.00 | 11,456.66 | 43,573.79 | 32,117.13 |
| 08.400.792 Water / Sewer Billing | .00 | 3,430.49 | 11,000.00 | 7,569.51 |
| 08.400.793 Office Supplies | .00 | 912.39 | 2,000.00 | 1,087.61 |
| 08.400.794 Communication Expense | 139.37 | 1,511.41 | 3,700.00 | 2,188.59 |
| 08.400.795 Engineering | 196.50 | 2,419.68 | 20,000.00 | 17,580.32 |
| 08.400.796 Trustee | .00 | 1,500.00 | 3,000.00 | 1,500.00 |
| 08.400.797 Legal Expenses | .00 | 9,040.25 | 25,000.00 | 15,959.75 |
| 08.400.798 Liability / Worker's Comp Ins | .00 | 6,244.50 | 46,000.00 | 39,755.50 |
| 08.400.799 Health Insurance | 10,840.07 | 59,362.12 | 166,486.19 | 107,124.07 |
| 08.400.800 Building Rental / Reim. | .00 | 5,551.81 | 35,000.00 | 29,448.19 |
| 08.400.801 Auditor Expense | .00 | 15,500.00 | 25,000.00 | 9,500.00 |
| 08.400.802 Uniforms | .00 | 610.32 | 3,000.00 | 2,389.68 |
| 08.400.804 Payroll Taxes / Fees | .00 | 12,416.61 | 45,000.00 | 32,583.39 |
| 08.400.806 General Expense | .00 | 421.91 | 3,000.00 | 2,578.09 |
| 08.400.807 Dues / Memberships | .00 | 633.96 | 5,000.00 | 4,366.04 |
| 08.400.808 Training | .00 | 320.00 | 3,500.00 | 3,180.00 |
| 08.400.809 Bank Charges | .00 | 31.50 | 200.00 | 168.50 |
| 08.400.810 Advertising / Printing | .00 | 2,848.00 | 4,000.00 | 1,152.00 |
| 08.400 Subtotal | 11,275.94 | 180,660.34 | 578,787.12 | 398,126.78 |
| <hr/> | | | | |
| 08.428.710 Coll-Const Dept Wages | .00 | 37,762.58 | 120,980.20 | 83,217.62 |

X

| | MTD | YTD | Fiscal year thru period ending 09/30/2018 | |
|--|-------------|------------|---|------------------|
| | Actual | Actual | Budget | Remaining Budget |
| 08.428.712 Coll - Supplies | .00 | 287.76 | 3,000.00 | 2,712.24 |
| 08.428.714 Coll - Utilities | 2,472.67 | 12,316.28 | 37,000.00 | 24,683.72 |
| 08.428.715 Coll - Equipment Maintenance | .00 | 838.77 | 5,500.00 | 4,661.23 |
| 08.428.716 Coll - Repairs / Maintenance | .00 | 16,103.93 | 55,000.00 | 38,896.07 |
| 08.428.717 Coll - Vehicle Expense | 193.32 | 1,623.47 | 11,000.00 | 9,376.53 |
| 08.428.718 Coll - General Expense | .00 | 152.42 | 1,000.00 | 847.58 |
| 08.428.719 Coll - Equip Purchase / Tools | .00 | 313.36 | 6,000.00 | 5,686.64 |
| 08.428.720 Coll - Service Connections | .00 | .00 | 1,500.00 | 1,500.00 |
| 08.428.754 Coll - Meters | .00 | 6,779.70 | 40,000.00 | 33,220.30 |
| 08.428 Subtotal | 2,665.99 | 76,178.27 | 280,980.20 | 204,801.93 |
| 08.429.730 Trmt - Sewer Wages | .00 | 91,851.04 | 249,152.14 | 157,301.10 |
| 08.429.732 Bio-Solids Hauling | .00 | .00 | 30,600.00 | 30,600.00 |
| 08.429.733 Trmt - Testing | 715.00 | 4,689.55 | 15,000.00 | 10,310.45 |
| 08.429.734 Trmt - Chemicals | 9,163.68 | 81,712.71 | 255,000.00 | 173,287.29 |
| 08.429.735 Trmt - Supplies / Lab Supplie | 1,874.52 | 7,332.29 | 15,000.00 | 7,667.71 |
| 08.429.736 Trmt - Utilities | 11,053.96 | 75,904.30 | 170,000.00 | 94,095.70 |
| 08.429.737 Trmt - Equip Purchase / Tools | .00 | 301.47 | 3,000.00 | 2,698.53 |
| 08.429.738 Trmt - Plant Repairs / Maint. | 1,587.52 | 16,652.58 | 82,500.00 | 65,847.42 |
| 08.429.739 Trmt - Equip Maintenance | 28.83 | 1,146.44 | 5,500.00 | 4,353.56 |
| 08.429.740 Trmt - General Expense | .00 | 2,615.60 | 8,000.00 | 5,384.40 |
| 08.429.742 Trmt - Vehicle Expense | 150.20 | 2,016.18 | 5,000.00 | 2,983.82 |
| 08.429 Subtotal | 24,573.71 | 284,222.16 | 838,752.14 | 554,529.98 |
| 08 Created by posting | 38,515.64 | 541,060.77 | 1,698,519.46 | 1,157,458.69 |
| Total Expenditure | 38,515.64 | 541,060.77 | 1,698,519.46 | 1,157,458.69 |
| Net revenue over (under) expenses | (38,515.64) | 338,244.61 | 1,034,780.54 | 696,535.93 |

Mount Joy Borough Authority
Regular Monthly Meeting
August 7, 2018
Minutes

The Mount Joy Borough Authority held its regular meeting on this date in the 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, John Leaman and Joseph Ardini, Adam VanHorn 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. VanHorn was present to provide an update on the following projects:

South Jacob Street Water Treatment Plant and Well 3 Site – Mr. VanHorn highlighted the areas of progress the last two weeks. Mr. VanHorn, Authority Board and staff again discussed the rust concerns on the building. Mr. Leaman stated that it was discussed in the progress meeting. Mr. Leaman noted that the floor drain is now installed correctly and there were no conduits to replace. Mr. Leaman informed the Board that ARRO provided the Authority the Truss repair letter.

Carmany Road Nitrate Resin Replacement – Mr. VanHorn reminded the Board that the bid opening is this Thursday, August 9th.

Authority Manager Report

Mr. Leaman updated the Board on the 457B Defined Contribution Pension Plan: Mr. Leaman stated that the Authority received the Recordkeeping Agreement from Ascensus which will be signed and returned after discussion with Mr. Stacy Heistand. The fee for the recordkeeping services is \$2,950 annually. Mr. Leaman stated that an employee meeting will be held on September 20th to go over the changes and investment options.

Mr. Leaman provided an update on the water tank on David Street: Mr. Leaman stated that Mr. Doug DeClerck supplied the Authority with a draft set of specifications and bid sheet for the water tanks. The specifications have been forwarded over to ARRO and a PSA for the bidding services has been requested. The Authority Board asked staff to research a possibility of placing a logo on the tank as well to represent Mount Joy.

Mr. Leaman updated the Board on Well 3 Water Source Project: Mr. Leaman stated that staff had the opportunity to discuss packer testing with ARRO. ARRO suggested to bore hole geographic study prior to doing the packer testing to see if there are voids in the rock foundation. Mr. Leaman stated he would like to discuss this suggestion with The ARM Group.

Mr. Leaman informed the Board that the generator at the administration office needs replaced. Dyna-Tech recommended replacing the generator due to age and condition of existing unit. The Authority will be responsible for 33% of the cost.

Mr. Leaman informed the Board that the Borough will be moving forward to create a non-profit Community Foundation Committee for the benefit of the Lions Club swimming pool.

Mr. Leaman informed the Board that the Borough is submitting a multi-modal grant to DCED for a section of Main Street to complete street lighting, cross walk signal and bus stop improvements.

Mr. Leaman, the Board and staff had a discussion for the right of first refusal for the jury property.

Mr. Leaman made the Board aware of a customer complaint about the water / sewer bills. Mr. Leaman stated the complaint was placed in the mail box out front of the office with no name or contact information.

Assistant Authority Manager Report

Mr. Ardini informed and updated the Board on issues and statuses for the construction department:

- Staff inspected the grease separator and tie-in at Fire Department Mount Joy (FDMJ) there were no deficiencies found with the installation.
- Staff is still assisting with hydrant flushing, they are working on section b.
- Staff is working with a plumber at 1155 East Main Street to install their sewer lateral. The first boring was not successful; therefore, the owner will be scheduling a bore and jack which will be inspected by staff.
- Staff is working with the Borough staff on valve boxes on North Plum Street where the paving is taking place.
- Staff is working with PennDOT on a water valve box at the railroad crossing.
- Staff completed a quote to remove an existing valve on the old 12-inch watermain on Appletree Alley and Chestnut Street, the cost is expected not to exceed \$9,000.

Mr. Ardini informed and updated the Board on issues and statuses for the water system:

- Carmany Road Water Plant faired out well during the rain event and none of the water facilities sustained any damage.
- Staff received another result for LT2 testing with zero oocysts. The Authority will soon be through their first of the two-year testing.
- The Authority received a draft copy of the Source Water Protection Plan from SSM Group. Staff is currently reviewing the document.

Mr. Ardini informed and updated the Board on issues and statuses for the wastewater system:

- Staff televised a depression reported by a property owner as it was close to the sewer main, there were no issues found and the property owner was notified.
- The two air conditioning units for the sampler and VFD for the aeration tank needed repaired. The VFD units is repaired and staff is waiting on the parts for the other.
- The Wastewater Treatment Plant faired out well during the rain event, there was no damage to any of the wastewater facilities.

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

- The Authority received an intent to serve request for a developer looking to purchase the Gerberich Payne Building, a letter was drafted by staff and reviewed by Mr. Davis prior to being sent.
- The Authority received a set of drawings for a Taco Bell and another commercial building location on the North side of Sheetz on Strickler Road. The drawings are currently being reviewed by ARRO.
- Verizon will start the antenna upgrade next Monday, August 13th.

Business Manager Report

Mrs. Fenicle noted that she continues to work on the new accounting software, establishing reports and finalizing entries.

Minutes of the Previous Meeting

A MOTION was made by Mr. Metzler and a second by Mr. Hamm to approve the July 3, 2018 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. Hiestand to approve ARRO Consulting's Professional Services Agreement (PSA) for the anion resin replacement and interior repair of three nitrate reduction pressure vessels for the Carmany Road Water Treatment Plant; 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. Hamm and a second by Mr. Metzler to approve the attached Requisition No. 7 as follows: \$63,225.89 for the Water Operating Fund and \$84,734.78 for the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Hiestand and a second by Mr. Hamm to approve the attached Requisition No. WBRI 18-12 from the Water Bond Redemption and Improvement Fund in the amount of \$1,464.11; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Hiestand to approve the attached Requisitions No. 29 from the 2016 Construction Fund in the amount of \$1,740.50; motion carried.

Executive Session

An executive session was held to discuss a personnel matter with no decisions made. A **MOTION** was made by Mr. Metzler and a second by Mr. Hamm to reconvene the public session at 5:39 PM; 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 5:40 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.: 9

DATE: September 4, 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>362,602.42</u> | | |
| TOTAL AMOUNT OF THIS REQUISITION: | \$ | 14,649.17 | Payroll | Acct. 21544 |
| | \$ | 24,001.42 | Expenses | Acct. 21510 |
| | \$ | <u>38,650.59</u> | Total | |
| TOTAL AMOUNT REQUISITIONED TO DATE: | \$ | <u>401,253.01</u> | | |
| TOTAL CURRENT FISCAL YEAR APPROVED BUDGET: | \$ | <u>2,469,940.00</u> | | |

Payroll Journal Entry
Payroll # 17

Water Fund

| | | | | | | |
|-------|------------|--------------------------|----|-----------|--|------------------------------|
| Debit | 06.448.702 | Water Wages | \$ | 4,171.30 | Barry, Kling, Zach | |
| | 06.449.752 | Construction Crew Wages | \$ | 4,170.32 | Scott, Jim, Jason, Bret, Larry (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 | \$ | - | Members paid per month (Split) | (Pay closest to 1st Tuesday) |
| | 06.400.804 | Employer Taxes | \$ | 1,220.39 | Split | |
| | 06.400.804 | ADP Invoice | \$ | 65.07 | Split | |
| | | TOTAL | \$ | 14,649.17 | | |

Mount Joy Authority

Check Register Report - Water Operating Fund

| Transaction Number | Source | Transaction Type | Transaction Date | Reference | Deposits | Payments | Running Total | Post Date | Status |
|--------------------|------------------|------------------|------------------|-----------------------------|----------|-------------|---------------|-----------|-------------|
| 1075 | Accounts Payable | Computer Check | 9/4/2018 | ARRO CONSULTING, INC. | \$0.00 | \$258.85 | (\$258.85) | 9/4/2018 | Outstanding |
| 1076 | Accounts Payable | Computer Check | 9/4/2018 | BUCKMAN'S INC | \$0.00 | \$500.00 | (\$758.85) | 9/4/2018 | Outstanding |
| 1077 | Accounts Payable | Computer Check | 9/4/2018 | CAPITAL BLUE CROSS | \$0.00 | \$11,978.57 | (\$12,737.42) | 9/4/2018 | Outstanding |
| 1078 | Accounts Payable | Computer Check | 9/4/2018 | CENTURYLINK | \$0.00 | \$186.44 | (\$12,923.86) | 9/4/2018 | Outstanding |
| 1079 | Accounts Payable | Computer Check | 9/4/2018 | DYNA TECH INDUSTRIES LTD | \$0.00 | \$145.50 | (\$13,069.36) | 9/4/2018 | Outstanding |
| 1080 | Accounts Payable | Computer Check | 9/4/2018 | EASTERN SALT COMPANY INC. | \$0.00 | \$2,735.28 | (\$15,804.64) | 9/4/2018 | Outstanding |
| 1081 | Accounts Payable | Computer Check | 9/4/2018 | GUTTMAN ENERGY INC. | \$0.00 | \$391.15 | (\$16,195.79) | 9/4/2018 | Outstanding |
| 1082 | Accounts Payable | Computer Check | 9/4/2018 | IIACII COMPANY | \$0.00 | \$393.17 | (\$16,588.96) | 9/4/2018 | Outstanding |
| 1083 | Accounts Payable | Computer Check | 9/4/2018 | IIIGHMARK INC. | \$0.00 | \$89.01 | (\$16,677.97) | 9/4/2018 | Outstanding |
| 1084 | Accounts Payable | Computer Check | 9/4/2018 | HIGHWAY MATERIALS, INC. | \$0.00 | \$1,607.42 | (\$18,285.39) | 9/4/2018 | Outstanding |
| 1085 | Accounts Payable | Computer Check | 9/4/2018 | PPL | \$0.00 | \$4,619.92 | (\$22,905.31) | 9/4/2018 | Outstanding |
| 1086 | Accounts Payable | Computer Check | 9/4/2018 | STANDARD INSURANCE COMPAN | \$0.00 | \$22.50 | (\$22,927.81) | 9/4/2018 | Outstanding |
| 1087 | Accounts Payable | Computer Check | 9/4/2018 | SUBURBAN TESTING LABS | \$0.00 | \$617.00 | (\$23,544.81) | 9/4/2018 | Outstanding |
| 1088 | Accounts Payable | Computer Check | 9/4/2018 | THE RETIREMENT ADVANTAGE, I | \$0.00 | \$100.00 | (\$23,644.81) | 9/4/2018 | Outstanding |
| 1089 | Accounts Payable | Computer Check | 9/4/2018 | USA BLUEBOOK | \$0.00 | \$86.56 | (\$23,731.37) | 9/4/2018 | Outstanding |
| 1090 | Accounts Payable | Computer Check | 9/4/2018 | VERIZON WIRELESS | \$0.00 | \$139.37 | (\$23,870.74) | 9/4/2018 | Outstanding |
| 1091 | Accounts Payable | Computer Check | 9/4/2018 | WHITMOYER AUTO GROUP | \$0.00 | \$102.83 | (\$23,973.57) | 9/4/2018 | Outstanding |
| 1092 | Accounts Payable | Computer Check | 9/4/2018 | XO COMMUNICATIONS | \$0.00 | \$27.85 | (\$24,001.42) | 9/4/2018 | Outstanding |

Summary by Transaction Type

| | |
|------------------------------------|---------------|
| Total Deposits | \$0.00 |
| Less Payments by Transaction Type: | |
| Computer Check | (\$24,001.42) |
| Total Payments: | (\$24,001.42) |
| Adjustments: | |
| Payment Adjustments | \$0.00 |
| Deposit Adjustments | \$0.00 |
| Total Adjustments: | \$0.00 |
| Total Change in Register Balance: | (\$24,001.42) |



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.: 9

DATE: September 4, 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>508,511.77</u> | | |
| TOTAL AMOUNT OF THIS REQUISITION: | \$ | 20,497.75 | Payroll | Acct. 21544 |
| | \$ | 39,765.64 | Expenses | Acct. 21536 |
| | \$ | <u>60,263.39</u> | Total | |
| TOTAL AMOUNT REQUISITIONED TO DATE: | \$ | <u>568,775.16</u> | | |
| TOTAL CURRENT FISCAL YEAR APPROVED BUDGET: | \$ | <u>2,733,300.00</u> | | |

Sewer Fund

| | | | | | | |
|-------|------------|--------------------------|----|-----------|--|------------------------------|
| Debit | 08.429.730 | Sewer Wages | \$ | 10,019.92 | Dennis, Gary, Rex, David | |
| | 08.428.710 | Construction Crew Wages | \$ | 4,170.31 | 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 | \$ | 857.20 | Lindsey (Split) | |
| | 08.400.790 | Board Members | \$ | - | Members paid per month (Split) | (Pay closest to 1st Tuesday) |
| | 08.400.804 | Employer Taxes | \$ | 1,220.38 | Split | |
| | 08.400.804 | ADP Invoice | \$ | 65.06 | Split | |
| | | TOTAL | \$ | 20,497.75 | | |

Mount Joy Authority

Check Register Report - Sewer Operating Fund

| Transaction Number | Source | Transaction Type | Transaction Date | Reference | Deposits | Payments | Running Total | Post Date | Status |
|--------------------|------------------|------------------|------------------|-----------------------------|----------|-------------|---------------|-----------|-------------|
| 1083 | Accounts Payable | Computer Check | 9/4/2018 | ALS GROUP USA CORP. | \$0.00 | \$40.00 | (\$40.00) | 9/4/2018 | Outstanding |
| 1084 | Accounts Payable | Computer Check | 9/4/2018 | ARRO CONSULTING, INC. | \$0.00 | \$196.50 | (\$236.50) | 9/4/2018 | Outstanding |
| 1085 | Accounts Payable | Computer Check | 9/4/2018 | CAPITAL BLUE CROSS | \$0.00 | \$11,978.56 | (\$12,215.06) | 9/4/2018 | Outstanding |
| 1086 | Accounts Payable | Computer Check | 9/4/2018 | CENTURYLINK | \$0.00 | \$664.76 | (\$12,879.82) | 9/4/2018 | Outstanding |
| 1087 | Accounts Payable | Computer Check | 9/4/2018 | COYNE CHEMICAL | \$0.00 | \$9,163.68 | (\$22,043.50) | 9/4/2018 | Outstanding |
| 1088 | Accounts Payable | Computer Check | 9/4/2018 | FISHER SCIENTIFIC | \$0.00 | \$158.76 | (\$22,202.26) | 9/4/2018 | Outstanding |
| 1089 | Accounts Payable | Computer Check | 9/4/2018 | GOLDEN EQUIPMENT CO INC | \$0.00 | \$28.83 | (\$22,231.09) | 9/4/2018 | Outstanding |
| 1090 | Accounts Payable | Computer Check | 9/4/2018 | GUTTMAN ENERGY INC. | \$0.00 | \$240.70 | (\$22,471.79) | 9/4/2018 | Outstanding |
| 1091 | Accounts Payable | Computer Check | 9/4/2018 | IIACII COMPANY | \$0.00 | \$539.54 | (\$23,011.33) | 9/4/2018 | Outstanding |
| 1092 | Accounts Payable | Computer Check | 9/4/2018 | IIUIMARK INC. | \$0.00 | \$89.01 | (\$23,100.34) | 9/4/2018 | Outstanding |
| 1093 | Accounts Payable | Computer Check | 9/4/2018 | LJB WATER SERVICE, INC. | \$0.00 | \$110.25 | (\$23,210.59) | 9/4/2018 | Outstanding |
| 1094 | Accounts Payable | Computer Check | 9/4/2018 | OFFICE BASICS INC. | \$0.00 | \$63.51 | (\$23,274.10) | 9/4/2018 | Outstanding |
| 1095 | Accounts Payable | Computer Check | 9/4/2018 | ONE STOP ELECTRIC MOTOR RE | \$0.00 | \$29.27 | (\$23,303.37) | 9/4/2018 | Outstanding |
| 1096 | Accounts Payable | Computer Check | 9/4/2018 | PATRIOT PROPANE | \$0.00 | \$2,367.62 | (\$25,670.99) | 9/4/2018 | Outstanding |
| 1097 | Accounts Payable | Computer Check | 9/4/2018 | PPL | \$0.00 | \$10,466.41 | (\$36,137.40) | 9/4/2018 | Outstanding |
| 1098 | Accounts Payable | Computer Check | 9/4/2018 | PRECISION INSTRUMENT SERVIC | \$0.00 | \$340.00 | (\$36,477.40) | 9/4/2018 | Outstanding |
| 1099 | Accounts Payable | Computer Check | 9/4/2018 | SCHEIDLER YESCO DISTRIBUT | \$0.00 | \$508.00 | (\$36,985.40) | 9/4/2018 | Outstanding |
| 1100 | Accounts Payable | Computer Check | 9/4/2018 | SHIARE CORPORATION | \$0.00 | \$1,112.71 | (\$38,098.11) | 9/4/2018 | Outstanding |
| 1101 | Accounts Payable | Computer Check | 9/4/2018 | SHERMAN-GIBSON SYSTEMS CO | \$0.00 | \$600.00 | (\$38,698.11) | 9/4/2018 | Outstanding |
| 1102 | Accounts Payable | Computer Check | 9/4/2018 | STANDARD INSURANCE COMPAN | \$0.00 | \$22.50 | (\$38,720.61) | 9/4/2018 | Outstanding |
| 1103 | Accounts Payable | Computer Check | 9/4/2018 | SUBURBAN TESTING LABS | \$0.00 | \$675.00 | (\$39,395.61) | 9/4/2018 | Outstanding |
| 1104 | Accounts Payable | Computer Check | 9/4/2018 | THE RETIREMENT ADVANTAGE, I | \$0.00 | \$100.00 | (\$39,495.61) | 9/4/2018 | Outstanding |
| 1105 | Accounts Payable | Computer Check | 9/4/2018 | VERIZON WIRELESS | \$0.00 | \$139.37 | (\$39,634.98) | 9/4/2018 | Outstanding |
| 1106 | Accounts Payable | Computer Check | 9/4/2018 | WHITMOYER AUTO GROUP | \$0.00 | \$102.82 | (\$39,737.80) | 9/4/2018 | Outstanding |
| 1107 | Accounts Payable | Computer Check | 9/4/2018 | XO COMMUNICATIONS | \$0.00 | \$27.84 | (\$39,765.64) | 9/4/2018 | Outstanding |

Summary by Transaction Type

Total Deposits \$0.00

Less Payments by Transaction Type:

Computer Check (\$39,765.64)

Total Payments: (\$39,765.64)

Adjustments:

Payment Adjustments \$0.00

Deposit Adjustments \$0.00

Total Adjustments: \$0.00

Total Change in Register Balance: (\$39,765.64)

MOUNT JOY BOROUGH AUTHORITY
WATER SYSTEM
RESOLUTION AND REQUISITION

WATER SYSTEM REQUISITION NO.: WBRI 18-14

Date: September 4, 2018

RESOLUTION

RESOLVED, in accordance with Article VI, Section 6.06 of the Trust Indenture of the Mount Joy Borough Authority (the "Authority") to Fulton Bank, National Association (the "Trustee"), as successor to Union National Community Bank (the "Prior Trustee"), as Trustee, dated as of May 1, 1993, securing Guaranteed Water Revenue Bonds, Series of 1993 (the "Trust Indenture") the Trustee is hereby authorized and requested to make the following payments for authorized projects, including either capital additions or extraordinary repairs, renewals or replacements from the Bond Redemption and Improvement Fund established under the aforesaid Indenture and held by the Trustee for the following purposes and in the amounts and for the purposes set forth below:

| <u>Payee</u> | <u>Purpose of Obligation</u> | <u>Amount of this Requisition</u> |
|-----------------------------|----------------------------------|---------------------------------------|
| SEE ATTACHED EXHIBIT "A" | | \$ 1,039.31 |

CERTIFICATE

The undersigned Secretary hereby certifies that the Resolution set forth above was duly adopted by the Board of Directors of Mount Joy Borough Authority at a meeting duly called and held on September 4, 2018 and remains in full force and effect on the date hereof.

THIS CERTIFICATE is executed the 4th day of September, 2018.

(Secretary) (Assistant Secretary)

AUTHORITY SEAL

EXHIBIT "A"

WATER BOND REDEMPTION AND IMPROVEMENT FUND

| <u>Payee</u> | <u>Purpose of Obligation</u> | <u>Amount of this Requisition</u> |
|--|--|-----------------------------------|
| ARRO Consulting, inc. 108 West Airport Road Lititz, PA 17543 | Eng. Services for Nitrate Replacement Project; Invoice 0046939 | \$ 899.31 |
| ARM Group, Inc. 1129 West Governor Road P.O. Box 797 Hershey, PA 17033-0797 | Well #3 Study; Invoice 025972 | \$ 140.00 |

MOUNT JOY BOROUGH AUTHORITY
LANCASTER COUNTY, PENNSYLVANIA
WATER SYSTEM

2016 CONSTRUCTION FUND REQUISITION FORM

Requisition No. 31

Date: September 4, 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) |
|--|--|------------------------------|--|
| ARRO Consulting, Inc. 108 West Airport Road Lititz, PA 17543 | Engineering Services for S. Jacob St. Water Plant / Well #3; Invoice 0046942 | \$15,761.56 | NO |

Total to be paid on this Requisition \$15,761.56.