

Mount Joy Borough Authority
Pre-Authority
January 20, 2015
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 Gainer, Mr. Weidman, Mr. Derr and Mr. Golicher. Also present were Joe Ardini, Angie Fenicle, John Leaman, Jimmy Dennis from ARRO Consulting and Mike Davis from Barley Snyder. Mr. Rebman was absent. Chairman Gainer called the meeting to order at 4:00 P.M.

Public Input Period.

Mr. Josh Deering from 33 Frank Street was present with nothing to report.

Authority Manager Report.

Mr. Leaman updated the Board on the booster station project. Mr. Mike Davis received an email from Mr. Charlie Courtney regarding the Florin Hill agreement. Mr. Davis will be discussing the terms of the agreement with Mr. Courtney this week.

Mr. Leaman updated the Board on the pump station 2 project. A draft agreement between Mount Joy Borough Authority and The Charlan Group has been sent to Mr. Mark Stanley for comments.

Mr. Leaman stated that the Authority received a formal letter from SRBC for approval to conduct the 72 hour test on well #2. The test won't be completed until February or March time frame as there is a fair amount of monitoring equipment that must be installed prior to the test. If the Authority is approved the increased allocation after the testing is completed, the allocation will only increase on well #2 since that is the well being tested. Mr. Gainer asked the amount of capacity the Authority will receive if we are approved. Mr. Leaman stated that the Authority was reduced 500,000 and is applying for 200,000 gallons a day. Mr. Leaman mentioned to the Board that it may be a good idea to also test well #1 since the Authority will have the monitoring equipment. Mr. Leaman stated that ARRO will submit the paperwork for well #1 with the same protocol plan as for well #2. Mr. Leaman stated he had a conversation with SRBC and they stated that one review will be sufficient since the Authority will follow the same protocol as submitted for well #2. It was also stated that SRBC will consider one review fee since the same plan will be followed.

Mr. Leaman stated that Authority staff and Mr. Mike Davis met with the developers and Mr. Mark Stanley for The Meadows project. The project is proposing six duplex houses fronting Manheim / Mount Joy Road which was the main focus of the meeting.

Mr. Leaman stated that the second waste line was installed at Carmany Road Water Plant. The second line has definitely helped the situation but we will need to look at additional options. Mr. Leaman will discuss additional measures with Mr. Matt Brown with ARRO Consulting.

Mr. Leaman stated that the Authority received a response from AT&T from the September 18th, 2014 letter and documents I sent to them regarding the potential antennae installation on the standpipe on David Street. Staff is currently reviewing the items.

Mr. Leaman stated that the Authority received the fourth quarter SREC payment for the solar panels. For year ending 2014 the total payments were \$73,008 compared to approximately \$75,600 in 2013.

Mr. Leaman reminded the Board of the joint administration meeting for tomorrow January 21st at 7:00 PM.

Mr. Leaman stated that he spoke with Representative Hickernell about a ribbon cutting ceremony for the booster station project. Mr. Hickernell stated that he would like to be a part of the event and asked if the Authority sets a date to keep informed.

Mr. Leaman stated that Ms. Barbara Snyder sent the Authority a letter offering her services again if needed. Chairman Gainer mentioned to Mr. Leaman the idea of using her services for the booster station. Mr. Leaman stated he will look into that.

Mr. Leaman stated that he received a phone call from Mr. Jay Stoltzfus who owns four properties in the Willow Creek Development. Mr. Stoltzfus did not receive his water / sewer invoices for two of his four properties for the third quarter and is asking relief of the penalty for two of the invoices. Mr. Leaman stated that Mr. Stoltzfus did call into the office and staff did reprint the invoices and resent however he did not receive them. Mr. Leaman also stated that the new billing system verifies the addresses with the nine digit zip code. It was noted that one percent of the addresses need to be verified with a nine digit zip code in which this address falls in that one percent. Chairman Gainer asked Mr. Davis for his opinion on this issue. Mr. Mike Davis stated that the Authority needs to be consistent with how to handle the relief of penalties. A **MOTION** was made by Mr. Weidman and a second by Mr. Derr to grant relief of the penalties based upon the actions taken by the resident to contact the Authority to make staff aware an invoice was not received; motion carried.

Mr. Leaman stated that he was contacted by Mr. Stephen Flaherty from SRBC Capital regarding the 2010 sewer bonds. It was stated this bond will be callable in November 2015 and the Authority may want to look at refinancing which would save the Authority money. Mr. Leaman stated that he also discussed potential funding for the water plant. Mr. Leaman asked the Board to grant approval by signing a release form to grant RBC to release information to Mr. Leaman regarding potential capital funding. Mr. Gainer asked Mr. Davis for his recommendation in which Mr. Davis is in agreement with the release form. The Authority Board granted Mr. Leaman approval.

Mr. Leaman stated that staff met with a Comcast representative to discuss the possible switch of services for phone and internet. Mr. Leaman stated that with the current provider the Authority's portion is approximately \$1,800 in which Comcast quoted \$1,795. Mr. Leaman stated that even though there is not much difference in price, the service will greatly improve.

Mr. Leaman supplied to the Board the ten year capital improvement list of projects that was previously supplied to the Board. Mr. Leaman stated even though some projects are complete, there are many that need attention and the plan will need to be updated. After a brief discussion, Mr. Gainer thanked Mr. Leaman for supplying an updated list of projects that need attention and mentioned we should not lose sight of this 10 year plan.

Operations Manager Report.

Mr. Ardini updated the Board on the booster station project; Installation of the shingles, doors, siding, soffit, excavation of the electrical duct bank and electrical services will be completed within the next two weeks. The generator is scheduled to be installed on January 22nd.

Mr. Ardini stated that staff has completed the 2014 review of the water and sewer connection permits for users that are over their permitted allocation. There are 10 properties that are in exceedance of their allocation. Staff will be sending letters to these owners informing them that they will be required to pay for additional water and / or sewer capacity.

Mr. Ardini informed the Board that there was a water leak in the 800 block of West Main Street on January 8th. Upon excavating the street, it was determined that the service was leaking at the main and the appropriate repairs were made with no other properties affected by the leak.

Mr. Ardini informed the Board that he was notified about a leak in the radiator for the generator at pump station #1. Dyna-Tech was contacted and they confirmed that the radiator core needs replaced. The cost is approximately \$4,350.

Mr. Ardini informed the Board that he is currently reviewing the proposed sketch plans for one of the lots in the Rapho Triangle Development.

Mr. Ardini informed the Board that our worker's compensation insurance carrier notified the Borough and Authority that it is required to implement a Workplace Safety and Accident Prevention Program. Benecon provided a template in which he and Mr. Dennis Nissley, PW Director, altered the template to fit the company's needs. Mr. Ardini stated that they are wrapping up the modifications and Mr. Nissley will present it to Borough Council who will need to also adopt the program. Mr. Gainer asked if this will be one of the items to discuss at the joint administration meeting tomorrow evening. Mr. Leaman stated he will look into it and see that it is placed on the agenda.

Business Manager Report.

Mrs. Fenicle had nothing to report.

Consulting Engineer Report.

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

Elm Tree Properties – Phase 4A plans were reviewed and a letter was sent on January 6th recommending a construction escrow be established at \$23,450.

New Donegal Athletic Stadium – ARRO and Authority staff had a meeting on November 19th with the design firm and owner to review the plan and provided input for plan approval. The revised plans were received yesterday afternoon for review.

Minutes of the Previous Meeting.

A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to approve the December 16, 2014 meeting minutes; motion carried.

Unfinished Business.

There was no unfinished business to discuss.

New Business.

A **MOTION** was made by Mr. Weidman and a second by Mr. Golicher to approve Easter Environmental Contractors, Inc. payment request No. 4 for the Water Main Relocation/Improvements and Booster Station Upgrades in the amount of \$230,396.07 as recommended by ARRO Consulting's letter dated January 15, 2015; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to approve Resolution No. 2-15 approving a schedule of Fees and Charges for Water and Sewer Services; motion carried.

A **MOTION** was made by Mr. Weidman and a second by Mr. Derr to authorize staff to submit a letter to SRBC asking for approval to perform test on well #1 with the same mythology as submitted by ARRO Consulting for well #2; motion carried.

Any Other Matter Proper to Come before the Authority.

There was no other matter to come before the Authority.

Authorization to Pay Bills.

A **MOTION** was made by Mr. Golicher and a second by Mr. Derr to approve the attached Requisition No. 18 as follows: \$30,005.24 from the Water Operating Fund and \$80,118.56 from the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Weidman and a second by Mr. Golicher to approve the attached Requisition No. WBRI 15-2 from the Water Bond Redemption Improvement Fund; motion carried.

Executive Session

An executive session was held to discuss personnel and real estate matters, no decisions were made.

A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to reconvene the public session at 6:06 PM; motion carried.

Adjournment.

There being no further business, a **MOTION** was made by Mr. Weidman and seconded by Mr. Derr to adjourn. Motion carried and the meeting adjourned at 6:07 PM.

Respectfully submitted,

Robert R. Golicher
Assistant Secretary