

Mount Joy Borough Authority
Regular Monthly Meeting
February 3, 2015
Minutes

The Mount Joy Borough Authority held its regular meeting on this date in Council Chambers of the Borough Offices Building. Present were Chairman Gainer, Mr. Weidman and Mr. Rebman. Also present were Angie Fenicle, John Leaman and Joe Ardini. Mr. Derr and Mr. Golicher were absent. Chairman Gainer called the meeting to order at 4:00 PM.

Public Input Period.

There was no one present from the public.

Authority Manager Report.

Mr. Leaman stated that the joint administration meeting was held on January 21st. The discussions centered mainly on employee healthcare, but also included the website and safety manual. After a brief discussion on health care, Mr. Leaman will relate to the Council that the Authority also wants to look into health care savings however, will not make changes during this fiscal year. Authority staff will continue to look for information and a decision will be made by year end 2015 if changes will be made.

Mr. Leaman informed the Board that Mr. Mike Davis sent an email to 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 stated that Mr. Mark Stanley responded to Mr. Mike Davis with preliminary and final comments regarding the agreement. Mr. Leaman spoke with Mr. Davis and he is in the process of providing responses to all of Mr. Stanley's comments for the agreement.

Mr. Leaman stated that he sent a letter to SRBC requesting approval for the Authority to conduct a 72 hour test on well #1 following the same protocol in the plan submitted for well #2. Mr. Mark Harman has started coordinating all the monitoring equipment the Authority will need to install for the test. Authority staff has met to discuss the procedures that need to take place for the test.

Mr. Leaman stated that staff and Mr. Matt Brown from ARRO Consulting met to discuss the next steps to address the wastewater production at the water plant. Mr. Brown suggested installing an air process into the backwash on the filters in an attempt to reduce the quantity of wastewater generated. ARRO Consulting will evaluate the current equipment to make sure the changes can be made. If the changes are sufficient, Mr. Brown and Authority staff will meet with DEP to discuss the changes.

Mr. Leaman stated that he has been working over the last two weeks with ARRO, Mr. Douglas DeClerck and Mr. Mike Davis to draft a letter to AT&T for the proposed antennae project at the David Street water tanks. The response letter was sent today. Mr. Gainer asked what amount AT&T is negotiating to pay for rental. Mr. Leaman stated \$2,500 a month.

Mr. Leaman stated he contacted Ms. Barbara Snyder to discuss the possibility of her writing another article for the annual report. Mr. Leaman stated that he will be in touch with her in March to discuss more in detail.

Mr. Leaman reminded the Board that Mr. Stephen Flaherty from RBC Capital and Mr. Sean Frederick will be attending the February 17th meeting to discuss a possible refunding of the 2010 sewer bonds and other capital funding.

Mr. Leaman informed the Board that Mr. Hershey did provide a copy of the handbook to Borough Council. Once all comments are received, Mr. Hershey and Mr. Leaman will review the employee handbook.

Mr. Leaman provided to the Authority Board a print out of comparable water and sewer rates with other water authorities. The Board was appreciative of the information.

Mr. Leaman stated that he received a call from East Donegal Township regarding the construction permit fees for the pump station 2. Mr. Leaman stated that the permit fees will cost between \$7,000 and \$9,000.

Mr. Leaman stated the Borough opened the bids for the Union School Road project and the bid was awarded to Farhat Excavating from Halifax, PA. The low bid amounted to \$219,000. Mr. Leaman stated that the only cost the Authority will accumulate is the final paving expenses from where the new water main was installed which was fully funded by the grant.

Operations Manager Report.

Mr. Ardini updated the Board on the booster station project; the contractor installed the sewer lateral from the street to the building and the shingles were installed on the south side of the building. The other side will be completed when weather allows. Mr. Ardini also stated that the contractor did incur some rock when installing the lateral which amount to approximately \$1,000. Staff and the Board are very pleased with how well this project is moving along.

Mr. Ardini informed the Board that the letters and the revised permits were sent to the customers the exceeded their permitted allocations. The Authority was contacted by Mr. Astin Melhorn from Melhorn Sales asking if the Authority would work with him if he puts in a recycling system for the truck wash to reduce the amount of water being used. Mr. Leaman stated that the Authority will consider working with them however the system must be installed within a reasonable timeframe. Mr. Melhorn will be contacting Mr. Leaman this week with a schedule.

Mr. Ardini stated that staff has been replacing some radio mxu units on homes that staff were unable to gain entrance since the last generation of work orders. It is hopeful that this will solve the problems. Staff will evaluate the reports next quarter and if those addresses appear again, staff will make another attempt to contact the owners to gain entrance to inspect the meter.

Mr. Ardini informed the Board that the radiator for the generator for pump station #1 was ordered and will be installed on Monday.

Mr. Ardini stated that staff was able to dismantle the fine screen system on the headworks station. All the parts were ordered and will total approximately \$4,200 with a three to four week window for shipping.

Mr. Ardini stated that ARRO Consulting and staff are working on the Chapter 94 report for year ending 2014. Staff would like to have this completed and ready for submission in March.

Mr. Ardini stated that rapho pump station incurred some mechanical problems this week. Mr. Bruce Sherman was notified and was confirmed that the primary level controllers need replaced. Mr. Sherman performed a temporary fix on Monday and will install the new parts on Wednesday.

Mr. Ardini informed the Board that the service truck has a water leak at the bottom of the motor. Whitmoyer Ford will be performing the repairs and will cost approximately \$2,151. This will take about 3 days to complete.

Business Manager Report.

Mrs. Fenicle provided a year to date budget vs expenditure report.

Minutes of the Previous Meeting.

A **MOTION** was made by Mr. Rebman and a second by Mr. Weidman to approve the January 6, 2015 meeting minutes as presented; motion carried.

Unfinished Business.

There was no unfinished business to discuss.

New Business.

A **MOTION** was made by Rebman and a second by Mr. Weidman to approve Wholsen Construction request on behalf of Mount Joy Partners ,L.P. to reduce letter of credit no. 1431 in the amount of \$167,574.00 for Donegal Square Development as recommended by ARRO Consulting’s letter dated January 29, 2015; motion carried.

Any Other Matter Proper to Come Before the Authority.

Mr. Ardini informed the Board that Gorman Rupp extended an invitation to the Authority to send three employees to their facility in Mansfield Ohio for pump class training on February 12th and 13th at no cost to the Authority. The three employees that will be attending are Gary, Dave and Scott Kling.

Mr. Leaman stated that staff will be starting to gather information for the 2015 annual report. Mr. Leaman stated that he is open to suggestions if the Board would like to see certain information in the report. Mr. Gainer stated he will begin to put together his chairman letter and suggested that we use Ms. Barbara Snyder’s services as well.

Authorization to Pay Bills.

A **MOTION** was made by Mr. Weidman and a second by Mr. Rebman to approve the attached Requisition No. 19 as follows: \$46,692.53 from the Water Operating Fund and \$56,414.67 from the Sewer Operating 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. Rebman and a second by Mr. Weidman to reconvene the public session at 5:27 PM; motion carried.

Adjournment.

There being no further business, a **MOTION** was made by Mr. Weidman and seconded by Mr. Rebman to adjourn; motion carried and the meeting adjourned at 5:28 PM.

Respectfully submitted,

John D. Rebman
Secretary