

Mount Joy Borough Authority  
Pre-Authority  
February 17, 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.**

There was no one present from the public.

**Presentation by RBC Capital on the Authority's Bonds**

Mr. Stephen Flaherty from RBC Capital Markets was present to update the Authority Board and staff on the 2010 Sewer Bond Refunding opportunity to generate some cost savings to the Authority. Mr. Flaherty stated that he received three quotes from local banks to refinance the 2010 sewer bonds. The Authority is interested in moving forward and would like Mr. Sean Frederick from Barley Snyder to attend a Borough Council meeting to discuss this opportunity with the Council. Mr. Flaherty commented that he would contact Union Community Bank to request a quote. The meeting dates had not yet been set.

Mr. Flaherty also presented handouts to the Authority Board and staff on funding scenarios for a new water plant and other capital improvements. No decisions were made at this time.

**Authority Manager Report.**

Mr. Leaman stated that the Authority is waiting for a response from Mr. Charlie Courtney for the Florin Hill agreement for the booster station. Mr. Davis sent Mr. Courtney a breakdown of the total costs of the project which also included Florin Hill's obligation.

Mr. Leaman stated Authority staff met with Mr. Mark Harman from ARRO Consulting and Mr. Bruce Sherman to discuss what data needs to be collected and archived for the 72 hour well test. Mr. Harman received a quote for approximately \$10,000 for the monitoring equipment that needs to be rented and will coordinate dates for the equipment to be picked up and installed. The tentative schedule to start the well test is March 2<sup>nd</sup>. Mr. Leaman also received approval from SRBC to run the 72 hour test on well 1. There will be no additional fees and the review fee was waived due to the fact that the Authority will follow the same protocol as submitted for well 2. This well will be tested promptly after well 2 is completed. The quote for the equipment rental is for both wells.

Mr. Leaman stated that Authority staff and Mr. Matt Brown from ARRO Consulting met last week to discuss the next step to address the wastewater production for the water plant. ARRO is completing the design to include air into the backwash of the filters. The existing blowers which apply air to the clarifiers are adequate in size to use for the backwash cycle. There will be costs for engineering services, materials to run the airlines and for Mr. Sherman to complete the programming to the computer system.

Mr. Leaman stated that Rapho Township held a meeting today to discuss the sanitary sewer system that is being proposed by the Horst Group. It is expected around April to receive updates.

Mr. Leaman stated that he and Mr. Ardini attended the DEP sponsored training session on water lost management last week. Mr. Leaman stated they offered suggestions on how to get a handle on unaccounted for water. Mr. Leaman stated that the suggestions they proposed, the Authority has already started implementing and are hoping to gradually see improvements.

Mr. Leaman stated that he attended the meeting regarding the work to be done at the UGI regulator station beside the American Legion. As part of the remediation of the site, a gas holder tank will be removed. The work is expected to take place in April. A temporary structure will be constructed around the work site to contain and odors.

Mr. Leaman stated that he received an e-mail asking if he would set on the CDBG Infrastructure Committee for application reviews again this year and he has accepted.

### **Operations Manager Report.**

Mr. Ardini updated the Board on the booster station project; the roofing, siding, soffit and fascia have been installed. The contractor is working on the ceiling insulation and will be installing the drywall ceiling. The piping within the building is progressing.

Mr. Ardini stated that staff replaced the water meters at the three Tyco properties that are listed in industrial accounts. Staff will be working on replacing 15 (fifteen) ¾ inch meters within the industrial accounts. Mr. Ardini stated that the line item in the budget for water meters will be over budgeted for this fiscal year. The goal is to replace the meters for all industrial and mixed-use accounts this year. Mr. Gainer asked if the improvements will be accounted for in the next fiscal year budget. Mrs. Fenicle stated yes they are and that staff was not planning on upgrading the meters during this fiscal year and therefore was not budgeted for.

Mr. Ardini informed that the Authority Board that three payments were received from customers who received the letters and invoices to purchase additional capacity. Mr. Ardini also stated that staff met with Melhorn Trucking on February 6<sup>th</sup> to discuss the changes that the company would like to make to their truck wash to reduce their capacity and will be submitted the week of February 23<sup>rd</sup>. Staff will also be meeting with Mr. Jeff Kruger from HVAC this week.

Mr. Ardini stated that the fine screen system at the wastewater plant is repaired.

Mr. Ardini informed the Board that over this past weekend residents called in with complaints of frozen pipes. It was determined that the Authority lines were not responsible for the frozen pipes, breaks and broken meters. The home owners are responsible for buying the new meters and the Authority staff will install the meters.

### **Business Manager Report.**

Mrs. Fenicle had nothing to report.

### **Consulting Engineer Report.**

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

Marietta Avenue Paving Project – ARRO resubmitted the requested information to PA DOT and are waiting for a response.

Marietta Avenue Bridge Replacement Project - ARRO is in the process of designing the thrust restraint system for the Authority / Heisey Mechanical.

Annual Chapter 94 Report – ARRO has started working on the wastewater treatment system report.

Elm Tree Properties – ARRO is waiting on a construction start date for Phase 4A.

New Donegal Athletic Stadium – ARRO reviewed and provided comments on the latest submittal on January 21<sup>st</sup>.

Donegal Square – The Utilities are installed and the testing is completed. Contractor needs to submit “as-built” drawings.

The Meadows – ARRO is waiting on a revised plan submittal.

Green Park Development – Reviewed the latest plan submittal for phase 4 and a comment letter was sent on February 10<sup>th</sup>.

### **Minutes of the Previous Meeting.**

A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to approve the January 20, 2015 meeting minutes; motion carried.

### **Unfinished Business.**

Authority Board and staff discussed the Workplace Safety and Accident Prevention Program Manual. Mr. Davis stated to the Board that from a legal standpoint he does not see any reason why the manual should not be approved. Mr. Derr and Mr. Gainer expressed concerns as to how staff will be able to continue with keeping the manual up to date and make sure the staff is trained to fulfill the obligations the Authority will have to pursue to be compliant with the safety manual. Mr. Davis stated that the Authority has to have something in place in order to have insurance coverage. A **MOTION** was made by Mr. Weidman and a second by Mr. Golicher to approve the modified Workplace Safety and Accident Control Policy conditioned upon: (1) the carrier's written acceptance of the modified policy and (2) the carrier's written confirmation that provided the Authority is making a good faith effort to comply with the modified policy a technical non-compliance with the modified policy will not waive coverage for a claim. Subject to the foregoing conditions being satisfied, the Authority Chairman is authorized to execute the modified policy; motion carried.

### **New Business.**

A **MOTION** was made by Mr. Derr and a second by Mr. Weidman to approve Easter Environmental Contractors, Inc. payment request No. 5 for the Water Main Relocation/Improvements and Booster Station Upgrades in the amount of \$42,313.50 as recommended by ARRO Consulting's letter dated February 4, 2015; motion carried.

A **MOTION** was made by Mr. Golicher and a second by Mr. Derr to approve PSI Pumping Solutions, Inc. payment request No. 2 for the Water Main Relocation/Improvements and Booster Station Upgrades in the amount of \$39,834.00 as recommended by ARRO Consulting's letter dated February 10, 2015; motion carried.

A **MOTION** was made by Mr. Weidman and a second by Mr. Derr to approve the Amendment to Utility Easement Agreements with Donsco, Inc.; 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. Derr and a second by Mr. Golicher to approve the attached Requisition No. 20 as follows: \$44,173.49 from the Water Operating Fund and \$62,451.51 from the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to approve the attached Requisition No. WBRI 15-3 from the Water Bond Redemption Improvement Fund; motion carried.

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

### **Executive Session.**

An executive session was held to discuss real estate matters.

A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to reconvene the public session at 6:40 PM; motion carried.

A **MOTION** was made by Mr. Weidman and a second by Mr. Derr to approve the amended 2001 Developer's Agreement between the Mount Joy Borough Authority and The Charlan Group; motion carried

A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to approve the Professional Services Agreement to provided construction engineering / management and part-time/critical phase resident project representative services to Mount Joy Borough Authority during construction of the wastewater pumping station no. 2; motion carried.

A **MOTION** was made by Mr. Weidman and a second by Mr. Derr to approve the attached Requisition No. 18 from the 2012 Construction Fund; 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 6:47 PM.

Respectfully submitted,

Robert R. Golicher  
Assistant Secretary