

Mount Joy Borough Authority
Pre-Authority
March 18, 2014
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. Hornafius, Mr. Rebman and Mr. Derr. Also present were John Leaman, Joe Ardini, Angie Fenicle and Jimmy Dennis with ARRO Consulting. Chairman Gainer called the meeting to order at 4:00 P.M.

Public Input Period.

No one from the public was present.

Authority Manager Report.

Mr. Leaman stated that Mr. Barry Geltmacher made contact with the property owners for the well monitoring program. The SRBC wanted the Authority to try to gain access to the same wells that were used during the 1992 testing. Mr. Leaman mentioned that Mr. Mark Harman from ARRO will be constructing the remaining information that SRBC is requesting and will submit to them for approval. If the monitoring plan is approved, ARRO will then submit the testing procedures to determine if the aquifer can support the temporary increased allocation that we are asking for.

Mr. Leaman informed the Board that ARRO is reviewing the building configuration for the new water plant to see if there is a way to make it like an "L" shape building to minimize the impact to the one property owner on Park Avenue. Mr. Leaman stated that he and Mr. Ardini met with Mr. Riefenstahl and his wife, they expressed concerns in regards to the size of the building in relations to their property.

Mr. Leaman stated that he received a call from Mr. George Desmond informing him that he is meeting with the contractors who submitted a bid to construct pump station 2. Mr. Desmond will discuss with them recommendations to limit cost and how long are the bidding prices secured for.

Mr. Leaman stated that the Authority received payments for the water and sewer capacity invoices except from Spanglers Flour Mill and Weis Markets. Ms. Fenicle will send out second notices this week. Mr. Leaman stated that he spoke with Aaron from Spangler's and he will be contacting the corporate office to see what the holdup is. Mr. Gainer asked if there was a penalty applied for nonpayment. Mr. Leaman stated that penalty for these invoices have no penalty charges, but that this something we can look at in the future.

Mr. Leaman informed the Board that Verizon completed their antennae upgrade project this week. Sprint is getting ready to start phase two of their antennae upgrade. Mr. Leaman stated that he received a call from the representative from AT&T to let the Authority know they are still interested in the Lumber Street site and to expect a set of plans for review within the next month.

Mr. Leaman stated that he asked ARRO to provide a PSA for design and bidding for the booster station project. After the bids are verified, ARRO will then provide a PSA for construction administration and construction observation.

Mr. Leaman informed the Board that Authority and Borough staff met with individuals who may possibly have a site plan for the Donsco property. Mr. Leaman stated that the information is not public as there are no plans submitted to review but wanted the Board to be aware that there is a possible interest.

Mr. Leaman updated the Board on the water main break on Cove Road. Mr. Leaman stated that the total cost of the project will be approximately \$65,000 which includes engineering, materials and staff. Mr. Leaman stated that after investigation, it was determine to extend two new mains from Manheim – Mount Joy Road to Cove Road and from the Sportsmen's Club down Range Road to the Authority property. Mr. Leaman feels it will create water quality issues if the leak was capped to create two dead ends. Two fire hydrants will also be installed on each street. Chairman Gainer asked if this is an emergency for immediate repair and what is the approximate time

frame? Mr. Leaman stated that the valves are shut so it is not an emergency, however if an emergency should occur in the area we will need to reopen them which may create even more damage and more repairs. Mr. Leaman stated that he would like to start on the repairs now before the summer projects. Chairman Gainer asked how the repairs will be funded. Mr. Leaman stated through the Water BRI Fund.

Mr. Leaman informed the Board of the annual Lancaster EDC meeting will be held on May 8th at the Lancaster Convention Center.

Mr. Leaman stated that he requested the invoice from Mr. Scott Hershey, Borough Manager, for the quarter of 2012 employee services. The invoice has not yet been submitted to the Authority. Mr. Gainer mentioned that he did receive a call from Mr. Chris Metzler, Council President, to discuss the invoice and Mr. Gainer stated that a payment for half of the invoice would be made upon receiving the invoice and the second payment upon investigating where the operating funds stand prior to the end of our fiscal year.

Operations Manager Report.

Mr. Ardini informed the Board that the service line on Janet Drive has been repaired by the homeowners. Authority staff was present during the repair to verify the repair and backfilling of the materials were acceptable.

Mr. Ardini stated that despite of the abundant snowfall, the Authority had no damage at its properties.

Mr. Ardini stated that he met with Mr. Tom Strubel to discuss building repairs for the office administration building. All repairs will be completed on the outside of the building and will cost approximately \$20,640.00 with the Authority being responsible for 33% of the cost. Mr. Ardini stated that the Borough staff and Authority staff will complete the repairs. Mr. Rebman asked if we could possibly get service workers for the project. Mr. Ardini stated that was suggested but are concerned with liability issues. Mr. Weidman asked if the mural was still going to be painted on the back of the building. Mr. Ardini stated that project fell through. Mr. Gainer asked when they repairs will take place. Mr. Ardini stated in May.

Mr. Ardini informed the Board that the meter readings for this quarter are complete. There were less repairs this quarter than previous quarters. The repairs that need to be addressed were mostly all radio readers that were installed ten years ago. Mr. Ardini also stated that Ms. Edgell was able to contact all but two property owners regarding high usage this quarter and many of them were thankful for the courtesy call.

Mr. Ardini informed the Board that he and Lindsey will be meeting to review the 2014 annual report and would like to have this completed in April and mailed the first week in May.

Mr. Ardini stated that the list of commercial, industrial, mixed-used and public schools for the connection permits has been revised. There were six properties that were classified as commercial and were changed to mixed-use. All the letters explaining the miss classification were issued last week along with their new permits. Mr. Gainer asked if we had heard anything from Mr. Nick Liazis since they were sent out. Mr. Ardini stated that he hand delivered the permit to him and again was thankful for looking into this matter.

Business Manager Report.

Ms. Fenicle had nothing to report.

Consulting Engineer Report.

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

Church Street Booster Station – ARRO has received the PA DEP Public Water Supply Construction Permit. The surveyor is planning to be on site this week to gather data for the water main design. ARRO is anticipating having the plans completed by May 1st.

Donegal Square Land Development Plan – The construction phase has started this week.

Reserves at Union School Phase 3 – The plans were resubmitted to ARRO on March 3rd which was reviewed and a comment letter was sent on the Authority's behalf on March 13th.

ABC Keystone Chapter Land Development Plan – The review process is now complete and they are ready to proceed with construction.

Mount Joy Country Homes Phase 2A, 2B, and 3 – There was a meeting with the owner and design firm the first week of March. ARRO is waiting for the resubmittal of the plans.

Mr. Dennis also mentioned that he has finished updating the water and sanitary systems mapping.

Minutes of the Previous Meeting.

A **MOTION** was made by Mr. Weidman and a second by Mr. Derr to approve the February 18, 2014 meeting minutes; motion carried with one correction.

Unfinished Business.

Authority Board and staff had a lengthy discussion on the water and sewer rate increases for fiscal year 2014-2015. Ms. Fenicle supplied to the Board a proposed budget using a \$.50 increase as directed at the last meeting. Ms. Fenicle stated that based on the findings, the increase will not be sufficient. Ms. Fenicle briefly discussed multiple options on what would be the sufficient increase to allow a comfortable and operational budget. Mr. Leaman provided a water rate comparison spreadsheet to show where the Authority stands with other municipalities. A **MOTION** was made by Mr. Rebman and a second by Mr. Derr to approve a \$.75 rate increase for water and sewer service. This rate increase will apply to each tier of the rate schedule; motion carried.

New Business.

A **MOTION** was made by Mr. Weidman and a second by Mr. Derr to approve Mount Joy Country Homes request to reduce the financial security to \$29,527.90 as recommended by ARRO Consulting's letter dated March 4, 2014. This approval in no way implies the beginning for the maintenance guarantee period between Mount Joy County Homes and MJBA; motion carried.

Any Other Matter Proper to Come before the Authority.

Mr. Leaman mentioned to the Board that the web site for the Authority is up to date. Mr. Leaman stated that we continue to have complications with posting and cleaning up the site but at least all the information as in minutes and agendas are posted. Mr. Leaman stated that updates will be provided when staff finalizes what the next steps should be in improving the web site.

Authorization to Pay Bills.

A **MOTION** was made by Mr. Rebman and a second by Mr. Derr to approve the attached Requisition No. 22 as follows: \$38,922.77 from the Water Operating Fund and \$48,369.43 from the Sewer Operating Fund; motion carried

A **MOTION** was made by Mr. Derr and a second by Mr. Hornafius to approve Requisition No. WBRI 14-5 from the Water Bond Redemption Improvement Fund; motion carried.

A **MOTION** was made by Mr. Weidman and a second by Mr. Rebman to approve Requisition No. 16 from the 2012 Construction Fund; motion carried.

Executive Session

An executive session was held to discuss a real estate matter, no decisions were made.

A **MOTION** was made by Mr. Derr and a second by Mr. Rebman to exit executive session at 6:00 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 6:01 PM.

Respectfully submitted,

John D. Rebman
Secretary