

Mount Joy Borough Authority  
Regular Monthly Meeting  
April 1, 2014  
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, Mr. Hornafius, Mr. Rebman and Mr. Derr. Also present were John Leaman, Angie Fenicle, and Joe Ardini. 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 informed the Board that payment was received from Spangler's Flour Mill for the additional water and sewer capacity. Weis Market's is the only one yet outstanding which Angie sent a second notice today.

Mr. Leaman stated that Mr. Barry Geltmacher worked with ARRO to gather the information for the well monitoring proposal that will be submitted to SRBC. The last item that needs addressed is the procedure on how the Authority will measure the Charles Springs location. Mr. Mark Harmon scheduled Eichelbergers to appear on April 1<sup>st</sup>, to evaluate the best method to gather the information. Mr. Leaman stated that he expects the monitoring plan to be submitted to SRBC within the next week or two.

Mr. Leaman stated that he received a right to know request form Mr. Bruce Riefenstahl from 267 Park Avenue requesting information about the proposed new water treatment facility. Mr. Leaman stated that Mr. Mike Davis reviewed the request and it is sufficient. Mr. Leaman mailed the documents to Mr. Riefenstahl on March 25<sup>th</sup>.

Mr. Leaman stated that he received an updated draft plan for the new water plant. Mr. Leaman stated that the original plans show the building length at 142 feet which is what prompted the Authority approaching the Borough for more land. The plant did not accommodate the ability to increase production if an additional well was secured. To accommodate increased production the building would need to grow to 171 feet. After discussing this with ARRO, they reconfigured the building into more of an "L" shape and are able to shorten the building to 151 feet and proposed setting it back closer on the south side by 10 feet. Mr. Leaman stated with this concept, the new plant can accommodate future growth.

Mr. Leaman informed the Board that Trout, Ebersole & Groff is scheduled to begin our annual audit on May 19<sup>th</sup>.

Mr. Leaman stated that he spoke with Mr. George Desmond last week about pump station 2. Mr. Desmond did meet with the contractors however was not able to discuss with John at this time. Mr. Desmond will be in contact to bring Mr. Leaman up to date.

Mr. Leaman stated that Ms. Barbara Snyder's invoice was received for writing the article for the annual report in the amount of \$200.00. The Board was very impressed with the article and the amount that was charged. Mr. Leaman stated that the report is almost complete and looking to mail them the first week of May.

Mr. Leaman stated that he received a call from Mr. Mike Maurer regarding the bank charges that were discussed in the budget meeting. Mr. Leaman stated that there is nothing they can do as our entity is handled the same as all the other entity's they do business with. The bank charges are charged for administration cost and government reporting.

Mr. Leaman informed the Board that the annual employee reviews have started and will be completed by the end of April.

Mr. Leaman stated that Mr. James Koontz approached the Authority about painting fire hydrants again this summer. There are approximately 100 hydrants that need coded correctly and or painted. Mr. Derr asked how the Authority pays. Mr. Leaman stated \$7.00 to \$14.00 per hydrant. The Board is in agreement to have Mr. Koontz perform this work.

Mr. Leaman stated that staff sent out 73 water termination notices which equals to approximately \$48,000.00. The total amount due from delinquent accounts total \$145,000 compared to last year at \$170,000. Staff is working on payment plans and or bringing the account current with the customers.

### **Operations Manager Report.**

Mr. Ardini stated that staff will be televising three developments that are looking for the Authority to take dedication which include Elm Tree phase 2, Elm Tree Villas phase 6A and Elm Tree phase 3B west. These dedications should be on the next meeting agenda.

Mr. Ardini informed the Board that staff has been re-certified in flagger training. This was no expense to the Authority and was performed by a certified instructor that is employed by Elizabethtown Borough. The certification is renewed for three years.

Mr. Ardini stated that he met with Mr. Dave Christian about the small playground that is adjacent to the Right-Of-Way at Rotary Park. The playground equipment will not be in the ROW however two feet of mulch around the area is.

Mr. Ardini stated that he, Mr. Leaman and Mr. Mike Dobson from Lancaster County Career & Technology Center (LCCTC) met to look at the plumbing for the house that was completed on Old Market Street. It was stated that LCCTC utilize a rain water collection system to supply water to the toilets and washing machine which is not metered. Mr. Ardini had drafted a letter to LCCTC informing them that they will need to purchase an additional water meter to install on the rain water line for metering the sewer. That usage will then be added to the regular quarterly invoice for this property. If the rain water gets low, it will automatically utilize water from the Authority's water system. Mr. Gainer asked if this is the only house in our system with this set up? Mr. Leaman stated that there are three homes that LCCTC built to utilize this system. Mr. Leaman also stated that LCCTC wants to build more homes to use this set up. ARRO or Barley Snyder has not yet dealt with layouts such as this however noted that it is becoming a more common thing. Mr. Leaman stated that staff is trying to get a handle on this now so we are prepared for the additional homes in the future.

Mr. Ardini mentioned that the construction crew is scheduling the waterline replacement on Cove Road to begin on April 14<sup>th</sup>. Letter to the affected property owners will be sent prior to the start date. Mr. John Haldeman from Rapho Township is in agreement with where the water line will be installed. Mr. Ardini is hopeful that this project will be finished within two to three weeks.

Mr. Ardini stated the Borough started the lighting fixtures at the Public Works building.

Mr. Ardini informed the Board that a depression developed on Elm Crest Boulevard between Kensington Drive and Woodcrest Circle in Rapho Township. This is scheduled to be repaired on March 31<sup>st</sup>. Staff will be televising the sewer line to verify that there are no issues prior to during the work. Rapho Township was contacted to let the aware of the situation.

Mr. Ardini stated that he received a quote for \$4,000.00 from Mr. Doug DeClerck to repair the surface rust on the hydro pillar water tank on Lumber Street. A video will be performed to make sure there is no structure damage. Mr. Gainer asked how this will be funded. Mr. Leaman stated through the Water BRI Fund.

### **Business Manager Report.**

Ms. Fenicle had nothing to report.

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

A **MOTION** was made by Mr. Derr and a second by Mr. Weidman to approve the March 4, 2014 minutes as presented; motion carried.

### **Unfinished Business.**

There was no unfinished business to discuss.

### **New Business.**

A **MOTION** was made by Mr. Rebman and a second by Mr. Weidman to approve Resolution #2-14 to amend the attached Water Rate Schedule effective May 1, 2014; motion carried.

A **MOTION** was made by Mr. Weidman and a second by Mr. Rebman to approve Resolution #3-14 to amend the attached Sewer Rate Schedule effective May 1, 2014; motion carried.

Authority Board and staff discussed the proposed 2014-2015 fiscal year budget. Ms. Fenicle briefly outlined the budget highlighting changes from the previous fiscal year. Ms. Fenicle stated that raising the water and sewer rates is allowing a reduction in the tapping fees to balance a budget which is one of the auditor's recommendations. The Authority Board recommended lowering the water tapping fees another \$15,000 to \$260,000. Ms. Fenicle will make the changes to the proposed budget and will prepare the final budget for approval at the next Authority meeting.

A **MOTION** was made by Mr. Derr and a second by Mr. Weidman to approve payment to Borough of Mount Joy for invoice 24-14 for fourth quarter 2012 wages and insurance reimbursements for Project Manager and Administrative Assistant and 2013 wages and insurance reimbursement for Project Manager; motion carried.

### **Any Other Matter Proper to Come Before the Authority.**

Mr. Ardini asked permission from the Board to give ARRO the go ahead to print the wall maps and assemble the atlases. The Board had no objection.

Mr. Leaman informed the Board that he had a conversation with Mr. James Newcomer and advised him that he needs to get his sewer connected to the system. Mr. Newcomer stated that he met with the plumber and is working on setting a date. Mr. Leaman also spoke with Mr. Jere Ober.

Mr. Leaman mentioned to the Board that he received a phone call from Mr. Doug Berry from our solar company to see if the Authority would be interested to have a contractor inspect the plants for lighting upgrades. Mr. Leaman stated that PPL increased their incentives for government entities. The catch of it the program is all improvements must be completed by May 9<sup>th</sup> of this year. The Authority is in no contract to have the contractor submit a quote to determine what it would cost the Authority to do the upgrades.

### **Authorization to Pay Bills.**

A **MOTION** was made by Mr. Hornafius and a second by Mr. Rebman to approve the attached Requisition No. 23 as follows: \$53,404.24 from the Water Operating Fund and \$70,025.33 from the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Rebman to approve the 2012 Construction Fund Requisition No. 17 in the amount of \$1,837.00; motion carried.

### **Executive Session.**

An executive session was held to discuss a personnel matter and an update on a real estate matter; no decisions were made.

A **MOTION** was made by Mr. Weidman and a second by Mr. Derr to exit executive session at 6:17 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 6:21 P.M.

Respectfully submitted,

John D. Rebman  
Secretary