

Mount Joy Borough Authority
Pre-Authority
April 15, 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, Jimmy Dennis with ARRO Consulting and Mike Davis with Barley Snyder. 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 staff met with Mr. George Desmond and Charter Homes in regards to the booster station project. Mr. Leaman explained to the developer that they will be responsible for the difference between the amount of the project minus the grant and the 1280 feet of pipe on Square Street. In addition the boring cost, Amtrak inspections and ARRO design work for the booster station would be included in the developer's obligation. The final design of the water main and construction observation are not known at this time. Mr. Leaman also stated that he informed them that when the final cost is determined, the Authority is requesting half of the amount up front and the rest will be calculated into a special facilities fee applied to each lot sold in phase 3. After the final numbers are determined, another meeting will be scheduled.

Mr. Leaman informed the Board that Mr. Desmond mentioned to him that he tried to reach Geo-Tech to discuss if there are any options on the excavation for pump station 2 to reduce the overall cost of the project and is waiting on a response.

Mr. Leaman stated that Mr. Mark Harman from ARRO will have the well monitoring plan submitted this week to SRBC.

Mr. Leaman stated that payment was received from Weis Markets for the additional water and sewer capacity and all payments have been received.

Mr. Leaman informed the Board that he completed and submitted the annual Act 110 report to PA DEP. The unaccounted for water is still around 24 to 25 percent. Mr. Rebman asked if there is a way to find out which customers have a bypass line. Mr. Leaman stated not unless we visit each home. Mr. Rebman asked if there is a meter replacement plan. Mr. Leaman stated that we had Carol Roland look at that when she was preparing the rate study and it would cost approximately \$750,000 to replace all residential units. Mr. Gainer mentioned about drafting an article for the newsletter and next year's annual report to let the customers know that the Authority will be looking to do a meter replacement project in the future.

Mr. Leaman stated that most of the employee evaluations have been completed. They will be finished this week.

Mr. Leaman informed the Board that Ms. Josele Cleary will be meeting with Borough Council this evening about the role of the Authority. Mr. Mike Davis stated to the Board that he spoke with Ms. Cleary and made her aware that Council need to be aware that the Authority and the Borough are two separate entity's and the Authority operates on its own financials.

Mr. Leaman stated that he received an e-mail from Mr. Ned Sterling asking if the Authority would sponsor an ad in the Garden Tour booklet again this year. The cost for the ad is \$40.00. The Board had no objections.

Mr. Leaman stated that Mr. Scott Hershey, Borough Manager, asked if Ms. Lindsey Edgell could be available to help the Borough by working some extra hours in which the Borough would reimburse the Authority for her hours. The extra hours will start after the end of the normal working day of 7-4. Mr. Gainer mentioned that he would suggest an agreement be drafted.

Mr. Leaman stated that the Borough passed the storm water ordinance at its last Council meeting. Mr. Ken Barto was appointed the storm water officer and Ms. Stacie Gibbs as the assistant. With these positions, they have the ability to enforce violations if any are encountered. The Borough in conjunction to the ordinance adopted a fee schedule for storm water permits. Mr. Gainer asked when the public will be notified of this change. Mr. Leaman stated this has been discussed at the Borough Council meetings. Information is available on the Mount Joy Borough's website.

Operations Manager Report.

Mr. Ardini stated that staff has televised Elm Tree 3B west and The Villa's phase 6A and found no issues with the sewer mains. Elm Tree phase 2 will be completed within the next two weeks.

Mr. Ardini stated that staff has been working on grading and seeding the properties that needed repaired over the fall and winter time frame. Staff is also paving the area in front of HVAC along route 772.

Mr. Ardini stated that staff was schedule to begin the installation of the water line on Cove Road this week, however was delayed due to two sinkholes on Sharon Drive. Both of the sink holes are under the waterline. Mr. Ardini stated that our staff will be doing the excavation and East Donegal Township will be doing the paving.

Mr. Ardini updated the Board on the depression on Elm Crest Boulevard. The repairs have been completed along with the curb and paving. BR Kreider and Sauder's will bill MJBA 50% of the cost as Rapho Township will be paying the other 50%.

Mr. Ardini stated that staff was having issues with the return pipe from the thickener tank at the sewer plant. Staff then setup a bypass pumping and were able to drain the flocculation tank and remove the grit from the system. The operations seem to be back to normal.

Mr. Ardini stated that the flush truck is repaired and back in operation.

Mr. Ardini stated that staff continues to work on the annual report which is almost complete. This is still on schedule to be mailed the first week of May.

Mr. Ardini stated that phase 1 of the lighting replacement at the public works facility is almost complete. Mr. Ardini stated that the Borough also received incentives to do the outside of the facility. The Authority's share will be very minimal.

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 survey is complete and ARRO is looking to have the draft plans completed by May 1st.

Wells 1 and 2 withdraw allocation from SRBC – ARRO has completed gathering all the background data for the monitoring wells and is waiting for the sub-contractor, Eichelberger to provide data for Charles Springs location.

Elm Tree Properties – ARRO and Authority staff performed a walk-through on April 8th at The Villa's at Elm Tree Phase 6A, Elm Tree Properties Phase 2 and Phase 3B west. ARRO created a "punch list" which the owner has retained a contractor to address these items. A plan was resubmitted on April 14th for The Villa's at Elm Tree Phase 5D for review and comments. This was not yet reviewed by ARRO.

Donegal Square Land Development Plan – ARRO has RPR staff on site while the construction continues to install the utility lines. To date, the sewer line is complete.

Reserves at Union School Phase 3 – The plans were resubmitted to ARRO on March 31st which was reviewed and a comment letter was sent on the Authority's behalf on April 3rd.

Mount Joy Country Homes Phase 2A, 2B, and 3 – The plans were resubmitted to ARRO on April 3rd which was reviewed and a comment letter was sent on the Authority's behalf April 14th.

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

Minutes of the Previous Meeting.

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

Unfinished Business.

There was no unfinished business to discuss.

New Business.

A **MOTION** was made by Mr. Hornafius and a second by Mr. Rebman to approve the attached Water and Sewer 2014-2015 Fiscal Year Budgets; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Weidman to approve the Professional Services Agreement by ARRO Consulting for the Water Main Relocation / Improvements and Booster Station Upgrades; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Hornafius to approve Resolution No. 4-14 to enter into a Deed of Dedication for the Conveyance of Interest in Utility Facilities to serve The Villas at Elm Tree Phase 6A as recommended by ARRO Consulting's letter dated April 11, 2014; motion carried.

A **MOTION** was made by Mr. Weidman and a second by Mr. Derr to approve Elm Tree Properties request to reduce Letter of Credit #6121 for the Villa's at Elm Tree Phase 6A in the amount of \$14,695.86 retaining a balance of \$2,593.39 to serve as the 15% maintenance guarantee; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Hornafius to approve Resolution No. 5-14 to enter into a Deed of Dedication for the Conveyance of Interest in Utility Facilities to serve Elm Tree Properties Phase 3B West as recommended by ARRO Consulting's letter dated April 11, 2014; motion carried.

A **MOTION** was made by Mr. Weidman and a second by Mr. Hornafius to approve Elm Tree Properties request to reduce Letter of Credit #6278 for Phase 3B West in the amount of \$73,612.55 retaining a balance of \$12,990.45 to serve as the 15% maintenance guarantee; motion carried.

A **MOTION** was made by Mr. Hornafius and a second by Mr. Derr to approve the Advance Energy Lighting Solutions Agreement to participate in PPL E-power Lighting Upgrade Incentive Program with Mr. Leaman signing all documents on behalf of MJBA; motion carried. Mr. Gainer asked what source of funds will be used. Mr. Leaman stated the BRI Funds for both water and sewer.

Any Other Matter Proper to Come before the Authority.

Mr. Gainer informed the Board and staff the he met with Mr. Bruce Riefenstahl from 267 Park Avenue regarding the new proposed water plant. Mr. Riefenstahl mentioned that he appreciated the visit from Mr. Leaman and Mr. Ardini and he had no problem with what the Authority is proposing in doing. Mr. Riefenstahl is concerned why the real estate company did not disclose this information when they were looking to purchase this property. Mr. Gainer said he couldn't have more complementary of the Authority and again appreciated the time staff took to visit with him. Mr. Gainer stated that he asked when the Authority will make final decision on the plant. Mr. Gainer mentioned to him that maybe in three weeks; the Authority will be in a better position to make that decision. Mr. Gainer stated to Mr. Riefenstahl that the Authority will be sure to inform our customers.

Authorization to Pay Bills.

A **MOTION** was made by Mr. Weidman and a second by Mr. Hornafius to approve the attached Requisition No. 24 as follows: \$75,365.55 from the Water Operating Fund and \$72,479.60 from the Sewer Operating Fund; motion carried

A **MOTION** was made by Mr. Rebman and a second by Mr. Derr to approve Requisition No. WBRI 14-6 from the Water Bond Redemption Improvement Fund; motion carried.

Executive Session

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

A **MOTION** was made by Mr. Rebman and a second by Mr. Hornafius to exit executive session at 6:05 PM; motion carried.

Adjournment.

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

Respectfully submitted,

John D. Rebman
Secretary