

Mount Joy Borough Authority  
Pre-Authority  
April 21, 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. Rebman, Mr. Derr and Mr. Golicher. Also present were Joe Ardini, Angie Fenicle, John Leaman, Jimmy Dennis, Mark Warfel & Matt Brown from ARRO Consulting and Mike Davis from Barley Snyder. Chairman Gainer called the meeting to order at 4:00 P.M.

**Public Input Period.**

Mr. Josh Deering from Borough Council was present with nothing to present.

**Authority Manager Report.**

Mr. Leaman updated the Board on pump station 2: the excavation of the wet well is complete and American Testing Labs verified that the sub-base is acceptable. M2 Construction notified the Authority requesting more space to store equipment because of the extent of excavation. The Cross Roads Church is the owner of the property adjacent to the Authority's land and is willing to work with the Authority and requested that an agreement be established. Mr. Mike Davis provided the guidance of the agreement language and approved.

Mr. Leaman stated that staff was prepared to start the well test this week; however the weather did not cooperate. Therefore, staff will monitor the weather to determine when will be a good time to begin testing.

Mr. Leaman stated the he had the opportunity last week to discuss the new water treatment project with Council President Charles Glessner.

Mr. Leaman stated that he received an email and letter from Melhorn Trucking's attorney in regards to the capacity allocation matter. The email is asking for additional time to install the reclamation system from the end of October to the end of December. It was stated that the system will be manufactured and ready for delivery by November 1<sup>st</sup>.

Mr. Leaman stated that AT&T started having some of the testing work completed that ARRO Consulting and Mr. Doug DeClerck recommended to evaluate the structure integrity of the water tank.

Mr. Leaman stated that Authority and Borough staff met today to discuss the website proposals. It was determined that staff recommends to contract with Schell's Web Design. Mr. Leaman stated that Mr. Scott Hershey still needs to present this to Borough Council and will provide more information after their meeting in May.

Mr. Leaman stated that Mr. Mike Davis has created a draft letter to submit to Rapho Township regarding the EDU Allocations according to the water and sewer agreements. Mr. Leaman stated that letter will be sent this week.

Mr. Leaman informed the Board that Mr. Steve Gault resigned from his position with Mount Joy Township.

Mr. Leaman stated that he and Mr. Ardini met with ARRO Consulting to discuss the ribbon cutting ceremony for the booster station project. The dates of August 6<sup>th</sup> or 13<sup>th</sup> have tentatively been picked as dates for the event. ARRO will be absorbing the costs of refreshments, tent rental and the invitations.

Mr. Leaman stated that staff has met to establish a cost proposal for replacing the water main on High Street and a portion of Park Avenue. The cost will be approximately \$170,000. A **MOTION** was made by Mr. Rebman and a second by Mr. Derr to authorize staff to start the water main replacement on High Street and Park Avenue; motion carried.

Mr. Leaman stated that he was informed by Mr. Scott Hershey that he has been receiving emails from a resident of the Borough expressing concerns of the UGI remediation site on West Main Street. Mr. Leaman stated that he contacted Mr. Mark Harman and he does not see a concern for well 3 which measures 4900 feet in distance from UGI working site. Mr. Leaman stated that the well is on the other side of the creek which acts like a barrier. Mr. Leaman also mention that this UGI project was approved by DEP.

### **Operations Manager Report.**

Mr. Ardini informed the Board that he was approached by the Public Works Director Mr. Dennis Nissley regarding the paving restoration for Apple Alley that is required from the installation of the new water main that was included in the booster station upgrade project. Mr. Nissley noted that the Borough has considered paving the entire alley and would partner with the Authority to complete the project. Mr. Ardini stated the contract price was \$12,190. A **MOTION** was made by Mr. Rebman and a second by Mr. Golicher to allocate funds to repave Apple Alley from West Main Street to Church Street in the amount not to exceed \$8,428; motion carried.

Mr. Ardini stated that staff has seen a reduction in water consumption since Mount Joy Wire has repaired their well however, staff still thinks there is a potential leak within the system. Staff has been in contact with Aqua-Tech to get the Authority on their schedule. Mr. Matt Brown from ARRO Consulting has also offered their leak detection services at a reduced rate to check our system during the night time when water usage is reduced.

Mr. Ardini provided an update on the booster station project: The electrician continues to work on installing conduits and wiring. Mr. Randy Switzer was present from ARRO to do an inspection and stated it is in compliance with the plans. PP&L was onsite and completed the tie-in of the new electrical service. Painting of the process piping has also begun.

Mr. Ardini informed the Board that the Authority received seed sludge from Manheim Borough in an effort to get the aeration tanks repopulated. Seeding of the tanks were a success and the effluent ammonia results have been decreasing. Staff continues to sample the influent to determine what possible pollutant could have caused the bio-mass to become inactive. Staff will be contacting PA DEP this week to inform them of the corrective action plan.

Mr. Ardini stated that he attended a meeting between PennDOT, Amtrak and J.D. Eckman regarding the 772 bridge replacement project. The anticipated start date is April 30<sup>th</sup> with no set completion date.

Mr. Ardini notified the Board that Dennis Hardman, Gary Karichner, and Jason Bowers are scheduled to take their licensing testing on Thursday. Mr. Hardman and Mr. Karichner will take the Laboratory Supervisors Exam while Mr. Bowers will take the Ion Exchange Exam.

Mr. Ardini stated staff was contacted by Mr. Jeff Cunningham from PA DEP to schedule an appointment to perform the three year annual inspection. This inspection is scheduled for May 5<sup>th</sup> at 9 AM at the water treatment plant.

### **Business Manager Report.**

Mrs. Fenicle mentioned to the Board that she followed up on a question that was asked last meeting regarding the breakdown of delinquent account per municipality. Mrs. Fenicle stated the following accounts are delinquent per municipality: Mount Joy Borough: 303 of 2,893 in the amount of \$99,220; Mount Joy Township: 17 of 205 in the amount of \$5,858; East Donegal Township: 34 of 512 in the amount of \$8,555 and Rapho Township: 38 of 1,036 in the amount of \$10,365.

Mrs. Fenicle stated that it was brought to her attention from the conclusion of the Borough Audit that many municipalities are upgrading their accounting software to more current software. Mrs. Fenicle stated that West Lampeter Township is one who will be upgrading effective June 2015. Mrs. Fenicle also mentioned that since they are making changes, this will revoke the emergency operations plan between both municipalities which was adopted in 2007. Mrs. Fenicle stated that she will gather information over the next few weeks regarding the new accounting software as well as establishing a new emergency operations plan.

### **Consulting Engineer Report.**

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

Pump Station 2 Project – ARRO is providing construction management services including shop drawing submittals and RPR when requested.

Annual Chapter 94 Report – ARRO has completed the Waste Water Treatment System Chapter 94 Report and submitted it to PA DEP.

The Meadows – There was a re-submittal provided on March 27<sup>th</sup>. ARRO met with staff to review the plan and a comment letter is currently being drafted.

New Donegal Athletic Stadium – ARRO provided a review comment letter on the latest plan submittal dated February 10, 2015.

A&M Hardware – ARRO reviewed the plans that were submitted on March 18<sup>th</sup> and provided a comment letter on March 31<sup>st</sup>.

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

A **MOTION** was made by Mr. Weidman and a second by Mr. Golicher to approve the March 17, 2015 meeting minutes; motion carried.

### **Unfinished Business.**

The Authority Board, Authority staff and ARRO Consulting staff discussed the proposed new water treatment facility. ARRO provided a draft time line to the Authority Board and staff with a proposed completion date of October 2017. Mr. Leaman stated that the Authority secured the agreements with Donsco as well as approval from Amtrak on Longenecker Road. Mr. Leaman also had discussion with Mr. Jeff Butler at East Donegal Township. Mr. Leaman provided to the Board a revised opinion of probable cost totaling \$8,494,870. Mr. Leaman also provided to the Board an opinion of probable construction cost for the other water system upgrades totaling \$3,529,350. Mr. Matt Brown made a comment that the other water system upgrades can be incorporated in the same bidding package that will be put together for the new water treatment plant as it may help lower the costs of the projects. Mr. Gainer asked if the upgrades should be completed before the new water treatment plant. Mr. Brown stated that it is in the best direction for the Authority to build the new water treatment plant before making any repairs to the current station because the Authority has no backup plant. Mr. Leaman stated that the repairs that need to be completed will require taking the plant off line and we are not in a position to be able to do that. Mr. Golicher asked how accurate the timeline is. Mr. Dennis stated that the timeline was established based on the time frame that it can take for ARRO to submit the designs and proper paperwork and for DEP to review and approve. Mr. Dennis stated that this time line is based on worst case scenario and therefore some task may move along quicker.

A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to authorize Mr. Leaman and ARRO Consulting to move forward with the design of the new water treatment plant; motion carried.

A **MOTION** was made by Mr. Rebman and a second by Mr. Weidman to approve ARRO Consulting's February 3, 2015 Professional Services Agreement for the design work of the new water treatment facility; motion carried.

### **New Business.**

A **MOTION** was made by Mr. Weidman and a second by Mr. Rebman to approve Eastern Environmental Contractors, Inc. payment request No. 7 for the Water Main Relocation/Improvements and Booster Station Upgrades in the amount of \$261,474.20 as recommended by ARRO Consulting's letter dated April 8, 2015; motion carried.

A **MOTION** was made by Mr. Golicher and a second by Mr. Weidman to approve the Water System 2015-2016 fiscal year budget; motion carried.

A **MOTION** was made by Mr. Rebman and a second by Mr. Golicher to approve the Wastewater System 2015-2016 fiscal year budget; motion carried.

A **MOTION** was made by Mr. Weidman and a second by Mr. Rebman to approve the Donegal School District Athletic Stadium project and plans as recommended by ARRO Consulting's letter dated April 14, 2015 and conditioned upon K&W Engineering to re-record the plans after the Authority executes the plans; motion carried.

A **MOTION** was made by Mr. Golicher and a second by Mr. Weidman to approve the Green Park Phase IV project and plans as recommended by ARRO Consulting's letter dated April 16, 2015; motion carried.

**Any Other Matter Proper to Come before the Authority.**

Mr. Josh Deering asked what the procedure is for residents who have pools and wish to use tap water to fill them. Mrs. Fenicle stated that the customer will need to contact the office with the meter start number and the meter end number in order to calculate the amount of gallons that were used and their sewer usage will be adjusted. Mr. Leaman proceeded by stating that a customer may contact the Authority and obtain information on hooking a meter to a fire hydrant in which the customer will then be invoiced for the amount of water used.

Mr. Deering also asked about the rust on the Lumber Street water tank. Mr. Leaman mentioned that the Authority has already done an inspection of the tank and there is no structure damage to the tank. Mr. Leaman stated that the paint is near 16 years old and is being considered to be repaired with other upgrades during the next few years.

**Authorization to Pay Bills.**

A **MOTION** was made by Mr. Weidman and a second by Mr. Rebman to approve the attached Requisition No. 24 as follows: \$28,915.00 from the Water Operating Fund and \$34,388.95 from the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Golicher and a second by Mr. Rebman to approve the attached Requisition No. WBRI 15-6 from the Water Bond Redemption Improvement Fund; motion carried.

A **MOTION** was made by Mr. Weidman and a second by Mr. Golicher to approve the attached Requisition No. 19 from the 2012 Construction Fund; motion carried.

**Executive Session.**

An executive session was held to discuss real estate matters.

A **MOTION** was made by Mr. Weidman and a second by Mr. Rebman to reconvene the public session at 6:24 PM; motion carried.

**Adjournment.**

There being no further business, a **MOTION** was made by Mr. Weidman and seconded by Mr. Golicher to adjourn. Motion carried and the meeting adjourned at 6:26 PM.

Respectfully submitted,

John D. Rebman  
Secretary