

Mount Joy Borough Authority
Regular Monthly Meeting
May 5, 2015
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. Rebman, Mr. Derr and Mr. Golicher. Also present were Angie Fenicle, John Leaman, Joe Ardini and Mr. Mike Davis from Barley Snyder. Chairman Gainer called the meeting to order at 4:00 PM.

Public Input Period.

There was no one present from the public.

Mr. Golicher complimented staff on the team work that was represented during the water leak repairs on New Street. Mr. Golicher stated that he is very pleased how well this was handled and is grateful to represent the Authority.

Authority Manager Report.

Mr. Leaman made the Board aware of some decisions at the Borough Council meeting last evening: Mr. Dale Murray was approved to fill Mr. Gohn position; Dave Schell Web Design was awarded the website contract with an 8-1 vote.

Mr. Leaman updated the Board on the well testing: The 72 hour test and monitoring period has been completed for well 2. Authority staff has started the 72 hours test on well 1 this morning and will run until Saturday.

Mr. Leaman stated that all the employee evaluations have been completed with each department supervisor taking care of their own personnel.

Mr. Leaman informed the Board that he received an invitation to the annual EDC luncheon scheduled for June 3rd being held at The Nook Sports Complex. Due to limited seating, two individuals may attend.

Mr. Leaman stated that the Authority received a request from the Borough to terminate services to 110 East Donegal Street under their adopted code ordinance due to the property being declared unfit for living.

Mr. Leaman stated that he had several conversations with the attorney representing Melhorn Trucking on the water and sewer capacity matter. The attorney indicated that Melhorn Trucking has ordered the new equipment and the manufacturer has an anticipated delivery date of November 1st. Melhorn Trucking is asking the Authority to grant them until the end of 2015 to install and complete the equipment. Mr. Leaman stated that he talked to the attorney and an agreement must be signed to the terms and conditions that need to be met. The document was signed today. Mr. Gainer asked what happens if the equipment does not operate as expected? Mr. Leaman stated that it states in the agreement that if Melhorn Trucking exceed their allowable capacity, they will be responsible to pay for the additional capacity. Mr. Golicher asked how the Authority will know how to assign them capacity. Mr. Leaman stated that in the agreement, Melhorn Trucking is responsible to file a report to the Authority every year. Mr. Leaman also mentioned that this program monitors the capacity until 2020. Mr. Golicher then asked how we would know if the report is accurate? Mr. Ardini stated that the water readings every quarter will show how much water they are using.

Mr. Leaman stated that the draft agreement for the AT&T project has met Mr. Mike Davis's entire request. The attorney representing AT&T would like the Authority to consider entering into the agreement now while the rest of the tank evaluations are being completed. The Authority Board agreed to move forward with finalizing the agreement for approval at the next meeting.

Mr. Leaman stated that he sent the letters to Rapho Township with an offer from the Authority on how to move forward with an amendment to the water and sewer agreements. There is no response yet to date. Mr. Golicher asked if staff knows the limitation on the growth of Rapho Township from how they are zoned. Mr. Mike Davis

stated the letter was drafted reviewing the current service area and if the township should rezone property in our service area, then the agreement would need to be amended.

Mr. Leaman updated the Board on pump station 2 project: The concrete break tests for the slab at the pump station project have not come in at the expected levels. This will cause a three week set back as M2 Construction will be tearing out the entire slab and will be redoing all the work to meet specifications. Mr. Leaman stated that this will not be any extra expense for the Authority.

Mr. Leaman stated that he received a letter from Barley Snyder stating that the 2015 Note does not require a debt service reserve fund. Mr. Sean Frederick contacted the trustee and their suggestion is that the \$228,000 currently sitting in the 2010 Debt Service Reserve Fund be moved into the Debt Service Fund under the terms of the indenture to be applied towards future debt owed by the Authority.

Operations Manager Report.

Mr. Ardini stated that the leak was repaired on New Street which resulted in a 90,000 gallons reduction of water pumping from the wells. Mr. Ardini stated that Aqua-Tech will be scheduled to scope the system one last time to be sure there are no other leaks.

Mr. Ardini stated that the Authority received a letter from PA DEP regarding the Nutrient Trading Program. PA DEP will be utilizing a new tool on how credits are calculated for new agricultural nonpoint sources. Any new certificates will have a five year term. Mr. Ardini stated that this will not affect the current nutrient credit agreement that the Authority has with Brubaker Farms. Mr. Ardini stated that this is the final year of the contact with Brubaker Farms.

Mr. Ardini provided an update on the Booster Station: The generator start-up training occurred on Wednesday, April 28th. The contractor scheduled the testing on the station for May 5th. ARRO Consulting will be on site during this process.

Mr. Ardini stated that PA DEP inspected the water treatment plant today. Mr. Ardini stated it went well, however one thing was noted on DEP's inspection report stating that labels are needed at the sampling port in the water treatment plant. Mr. Ardini stated this will be corrected moving forward.

Mr. Ardini stated that Mr. Dennis Nissley, Public Works Director informed him that the Borough is ready to move ahead with the purchase of the generator for the maintenance facility. Mr. Ardini stated that the initial location of the generator was not suitable and it was determined it should be moved to the east side of the property further away from the building. This will result in an increase in price on the electrical installation. Mr. Ardini stated that the Board approved up to \$13,747.50 for its portion of the project in a prior meeting. Mr. Gainer asked what triggered the change in location. Mr. Ardini stated that the tank took up more space than anticipated and was too close to the maintenance building. The Board approved the increase in price up to \$15,500 in which will be split between both water and sewer departments and will be paid from the bond redemption improvement funds.

Mr. Ardini stated he was approached by staff asking for an additional phone line, either cell phone or a new line at the maintenance building for meter repairs. Mr. Ardini stated that customers currently call in the office and staff needs to relay all messages to try and set up times that would suit both parties. Mr. Ardini stated having this phone line, customers can call this number directly and make the appointments. Mr. Ardini stated after speaking with staff it will be suitable to add a cell phone to our current plan rather than install an additional phone line. Approval was given to Mr. Ardini to move ahead with adding a cell phone to the current plan.

Mr. Ardini informed the Board that he will be moving forward to get updated prices for the water line installation on Longenecker Road under the Amtrak crossing. This will be prepared for the next Board meeting. Mr. Gainer asked if staff made appointments with the individuals on Park Avenue to discuss the decision that the Board made with the new water plant. Mr. Leaman stated that he is in the process of doing so.

Mr. Ardini stated that he has the letter ready to be sent to the owners on Park Avenue in regards to the water line replacement and will be mailed this week.

Business Manager Report.

Mrs. Fenicle stated that staff has started the termination process. There were 63 notices sent totaling \$30,200 out of which \$22,375 was collected and payment plans were established. Mrs. Fenicle stated that four of the 63 properties were terminated. Mrs. Fenicle stated that Ms. Stacie Gibbs, Zoning Officer will be posting these four properties as unfit for habitation and they will have five days to contact the Authority. Mr. Leaman added that one of these properties is Mr. Bailey at 29 New Haven, in which this property has been an issue as reported in previous meetings last year.

Minutes of the Previous Meeting.

A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to approve the April 7, 2015 meeting minutes as presented; motion carried.

Unfinished Business.

There was no unfinished business to discuss.

New Business.

There was no new business to discuss.

Any Other Matter Proper to Come Before the Authority.

Mr. Leaman made the Board aware that he was informed of a senior citizen discount for sewer charges being offered by other utility companies. Mr. Leaman stated he was not aware of the companies, however wanted the Board to be aware as some of the Authorities customers may be asking about this new discount. Mrs. Fenicle stated that she did have someone come to the office today stating he wants this discount and it was stated that we do not implement such discount.

Authorization to Pay Bills.

A **MOTION** was made by Mr. Weidman and a second by Mr. Derr to approve the attached Requisition No. 1 as follows: \$61,811.66 from the Water Operating Fund and \$55,218.84 from the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Rebman and a second by Mr. Weidman to approve the attached Requisition No. WBRI 15-7 from the Water Bond Redemption and Improvement Fund; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Rebman to approve the attached Requisition No. 20 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. Weidman and a second by Mr. Rebman to reconvene the public session at 5:51 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 5:52 PM.

Respectfully submitted,

John D. Rebman
Secretary