

Mount Joy Borough Authority
Pre-Authority
June 16, 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. Derr and Mr. Golicher. Also present were Joe Ardini, Angie Fenicle, John Leaman, Jimmy Dennis from ARRO Consulting and Mike Davis from Barley Snyder. Mr. Weidman and Mr. Rebman were absent. Chairman Gainer called the meeting to order at 4:00 P.M.

Public Input Period.

There was no one present from the public.

Authority Manager Report.

Mr. Leaman updated the Board on pump station 2: the 28 day break tests on the wet well slab and the wet well wall were completed with both results over the 4,000 PSI acceptable limit. The rest of the concrete work is proceeding very well.

Mr. Leaman informed the Board that the supporting documentation for the well tests were submitted to SRBC last Friday. The documents were e-mailed and sent by mail. Mr. Mark Harman followed up with SRBC to verify that they received by email on Friday. SRBC then requested more information in which Mr. Harman supplied the documents as requested.

Mr. Leaman stated that he and Mr. Scott Hershey spent some time reviewing the employee handbook. There is one more work session to finish up the review. Mr. Leaman stated he will then contact Barley Snyder to schedule a meeting to review the handbook.

Mr. Leaman stated that he scheduled a meeting for July 9th with PA DEP for Mr. Matt Brown and himself to discuss an air scour system to the filters at Carmany Road water plant to help reduce the amount of backwash water being generated. Mr. Gainer asked how extensive this project is. Mr. Leaman stated between \$50,000 to \$60,000 range.

Mr. Leaman stated that he was contacted by the home owner of 311 North Barbara Street regarding the water main replacement on Park Avenue. Mr. Leaman stated that the owner stated he was not notified of the work that is taking place near their property and also encountered damage to furniture in his basement from water leaking in. Mr. Leaman stated that a pipe was broken when excavating because the line was not able to be located due to type of pipe. Mr. Leaman stated that the home owner was to call him back to set up a time for Mr. Leaman to view the damage and apologized to the owner for not making him aware of the project. Mr. Leaman has not heard from the home owner and therefore will send a letter to follow up from the phone call.

Mr. Leaman stated that he was contacted by UGI to see if the Authority would have interest in a program that they are undertaking to televise sewer mains and laterals on streets that UGI have conducted directional bores for new gas main installations at no cost to the Authority. Mr. Leaman stated there are seven to eight streets within the Borough that has bores. Mr. Gainer asked if the results on the sewer mains be shared with the Authority. Mr. Leaman stated that he will raise the question. Mr. Gainer asked if there was a contract or proposal to present. Mr. Leaman stated there was none submitted. It was directed by the Authority Board to have UGI submit a detailed proposal identifying all the streets and the desired work to be performed.

Mr. Leaman stated that he and Mr. Ardini will be meeting with the new owner of 26 West Main Street in regards to the commercial use they want to incorporate at the property. Mr. Leaman noted that this property has been used for different commercial applications over the years, however, are unable to find verification that the previous owner or owners purchased a water and sewer EDU for the commercial unit. Mr. Leaman stated that this was brought to his attention by Ms. Stacie Gibbs, the Borough's Zoning Officer because our records indicated this property as a residential property, not a commercial property. The Authority Board agreed to move forward and have the property owners' purchase both water and sewer EDU's to establish a commercial unit.

Mr. Leaman informed the Board that Mr. John Ebersole from Benecon met with Authority and Borough staff to discuss the impact of the Cadillac tax. Mr. Leaman stated the he asked Mr. Ebersole to provide different examples of how to lower the premiums to possible stay below the tax threshold. It was stated that Mr. Ebersole stated they are so many unanswered questions regarding this tax which is making it difficult for employers to know what types of changes to make.

Mr. Leaman stated that he received the final quotes for the new pickup truck through the Costars Program. Whitmoyer has provided the best price on both the new vehicle and the trade in vehicle. Mr. Leaman stated that the new 2015 F150 Super Crew Cab with the trade in value will be approximately \$24,500. A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to authorize Mr. Leaman to move forward with the purchase the new vehicle; motion carried.

Operations Manager Report.

Mr. Ardini informed the Board that the response letter was sent to PA DEP in regards to the notice of violation at the wastewater treatment plant. The letter was reviewed by ARRO Consulting and Mr. Mike Davis with minor corrections.

Mr. Ardini reported on the Park Avenue and High Street project: The project started on June 8th. The buried valve that staff intended to utilize for shutting down a portion of Park Avenue was found to be broken. Another valve had to be used to which resulted in four homes were without water which also resulted in a boil water notice. Mr. Ardini stated that staff has encountered rock while digging which may cause a delay in the timeline to complete this project.

Mr. Ardini provided an update on the booster station project: There was a failure on the discharge pressure gauge four days into the ten day trouble free operation. A gauge from one of the lead pumps was removed and placed in its position temporarily. The contractor is waiting on the return of the failed gauge and when the replacement is completed, the ten day trouble free operation will begin again.

Mr. Ardini stated that he attended a pre-construction meeting for The Meadows Development. The developer is looking to start soon after the plans are recorded.

Mr. Ardini stated that staff has completed the proficiency testing for laboratory analysis and submitted the answers to the appropriate personnel. Staff should know in a few weeks if the results are within the acceptable range.

Mr. Ardini informed the Board that he was notified of a sinkhole at Five Star International last Thursday. After investigating, there appears to be two sinkholes at the location in which one is located in their parking lot and the other is close to the Authority's sanitary sewer line and the storm sewer end wall. Mr. Ardini stated that he spoke with Mr. John Haldeman from Rapho Township and he stated that the swale where the sinkhole is located is to be maintained by Five Star International and theirs to remediate. Mr. Ardini stated that their contractor will be contacting the Authority when the work begins and Authority staff will be present to make sure the utilities are not damaged.

Mr. Ardini stated that the security system at the wastewater treatment plant has been has been upgraded and Vector Security is working on calibrating the system. Mr. Ardini also stated that the central air system has also been installed.

Mr. Ardini stated that Authority staff will be attending a progress meeting for the Marietta Avenue Bridge project on Thursday, June 18th along with ARRO Consulting and Hiesey Mechanical.

Business Manager Report.

Mrs. Fenicle had nothing to report.

Consulting Engineer Report.

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

Well 3 & New Water Treatment Plant – ARRO is to have survey info this week and a meeting is scheduled with the process subcontractor for July 13th.

Elm Tree Properties – The water and sanitary sewer installation is complete.

The Meadows – ARRO has completed reviewing the plans and is recommending approval.

Green Park Phase 4 – The contractor is starting the water and sanitary sewer installation on June 17th.

A&M Hardware – The contractor has moved on site and is planning to start installing the water and sanitary sewer facilities in July.

Minutes of the Previous Meeting.

A **MOTION** was made by Mr. Golicher and a second by Mr. Derr to approve the May 19, 2015 meeting minutes; motion carried.

Unfinished Business.

There was no unfinished business to discuss.

New Business.

A **MOTION** was made by Mr. Golicher and a second by Mr. Derr to approve Eastern Environmental Contractors, Inc. payment request No. 9 for the Water Main Relocation/Improvements and Booster Station Upgrades in the amount of \$20,479.56 as recommended by ARRO Consulting's letter dated June 9, 2015; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to approve Resolution No. 8-15 to enter into a Deed of Dedication for the Conveyance of Interest in Utility Facilities to serve Donegal School District; motion carried.

A **MOTION** was made by Mr. Golicher and a second by Mr. Derr to approve the Encroachment Agreement with The Donegal School District; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to approve The Meadows Development plans as recommended by ARRO Consulting's letter dated June 11, 2015; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to approve Resolution No. 9-15 to enter into a Deed of Dedication for the Conveyance of Interest in Utility Facilities to serve Mount Joy Country Homes Phase 1A and Phase 1B as recommended by ARRO Consulting's letter dated May 19, 2015; motion carried.

Any Other Matter Proper to Come before the Authority.

Mr. Jimmy Dennis informed the Authority Board and staff of the annual ARRO Consulting's golf outing will be held on July 30th.

Authorization to Pay Bills.

A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to approve the attached Requisition No. 4 as follows: \$43,345.47 from the Water Operating Fund and \$42,912.37 from the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Golicher and a second by Mr. Derr to approve the attached Requisition No. WBRI 15-10 from the Water Bond Redemption Improvement Fund; motion carried.

A **MOTION** was made by Mr. Golicher and a second by Mr. Derr to approve the attached Requisition No. 23 from the 2012 Construction Fund; motion carried.

Executive Session.

An executive session was held to discuss personnel and real estate matters.

A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to reconvene the public session at 5:50 PM; motion carried.

A **MOTION** was made by Mr. Golicher and a second by Mr. Derr to approve the proposal presented by NJHess Associates to review job structure and conduct salary survey dated June 16, 2015; motion carried.

Based upon extensive discussion in executive session, A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to increase Mr. Joe Ardini's annual salary by \$5,000 effective immediately; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Golicher to authorize Mr. Davis to draft a donation agreement between Mount Joy Borough Authority and Lancaster County Career and Technology Center for The Cove property in the amount of \$1.00; motion carried.

Adjournment.

There being no further business, a **MOTION** was made by Mr. Derr and seconded by Mr. Golicher to adjourn. Motion carried and the meeting adjourned at 6:02 PM.

Respectfully submitted,

Robert R. Golicher
Asst. Secretary