

Mount Joy Borough Authority
Regular Monthly Meeting
July 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 and Mr. Derr. Also present were John Leaman, Lindsey Edgell, Joe Ardini and Jimmy Dennis. Mr. Rebman was absent. Chairman Gainer called the meeting to order at 4 PM.

Public Input Period.

Kaitlyn McGinnis was present representing Hartman, Underhill and Brubaker. Her interest was an item under new business. Chairman Gainer agreed to move this item so Ms. McGinnis didn't have to stay for the entire meeting.

A **MOTION** was made by Mr. Derr and a second by Mr. Weidman to approve the Rapho Triangle East request to transfer 56 water and sewer EDU's from Rapho Triangle East's allocation to G&L Developers for Green Park Phase IV Development which is in Rapho Township's service area; motion carried.

Authority Manager Report.

Mr. Leaman noted that Mr. Jacob Zook worked on June 24th to continue the disassembling process of the barn. Mr. Zook said he is having difficulty this week getting additional help due crops getting planted. Mr. Leaman told Mr. Zook he would like to have the barn down by July 5th so the Authority can continue with the rest of the site work. CH&N numbers were also confirmed at \$4,962 for all the site remediation.

Mr. Leaman stated that he Joe will be attending a source water protection meeting at SRBC on July 2nd. He sent an email to Todd Eaby with SRBC asking since they will be at their office can they meet to discuss the status on the well monitoring plan and how we move forward. They agreed to meet so they can all get on the same page.

Mr. Leaman informed the Board that he spoke with George Desmond to inquire about the status of Pump Station 2; George said he has not had the opportunity to speak with Mark Stanley over the last two weeks. George will make it a point to contact Mark and call him to set up another meeting.

Mr. Leaman noted that ARRO has submitted the required documents to PA DOT on behalf of the Authority for the Marietta Avenue Resurfacing Project. Once the Authority receives authorization from PA DOT to utilize engineering services ARRO and Authority staff will evaluate PA DOT's propose work to determine what impact it could have on the Authority's water and sewer lines. The Authority has two sewer repairs which will need to be completed prior to PA DOT's work. There is also a possibility of the Borough and East Donegal Township installing storm sewer and sidewalks, if they decide to do this it will impact our water main.

Mr. Leaman informed the Board that we are going to be taking another look at a handbook update. When the auditors were here they mentioned that there is an area under compensation time that needs updated. Scott Hershey also mentioned there are other areas that need looked at as well. Kathy Grey stated awhile back that the next handbook update should be reviewed by an attorney to insure legal compliance. Scott Hershey has received a quote from Labor Law Attorney Mike Miller with Eckert Seamans for \$1,000 which would be split 50/50 between the Borough and Authority.

Mr. Leaman stated to the Board that we recently found out that employees with their CDL are exempt from their annual or semi-annual physicals. While we are not required to have physicals to have our CDL we could still opt to follow the federal guidelines and get one anyway, it is up to us. Borough Council Administration Committee feels that if we do not have to do it then we should not. Mr. Leaman is going to try and organize a meeting with the Borough and Authority Administration Committees to discuss this and both get on the same page.

Mr. Leaman informed the Board that the Borough offered the Public Works Director position to Dennis Nissley of Mount Joy, he accepted.

Mr. Leaman stated that he received an email from North West Regional on June 17th, stating that they received a call of two cars parked at the Cove Park, they responded and found three individuals with a bonfire on the Authority's property. The officers told them they had to leave it was private property and they stated that they did not know that, there is no signs up stating this. Mr. Leaman is going to get signs that state "no trespassing after dark" to hang.

Operations Manager Report.

Mr. Ardini informed the Board that he sat in on two days of interviews for the teaching position that Thaddeus Stevens College has available for the water/wastewater class. He was able to attend the interviews and afterwards offer his opinion on the prospective candidates.

Mr. Ardini stated that we had a sinkhole open up at the wastewater plant beside the sludge storage area. The concern was that the sinkhole was undermining the footer for the sludge storage area. Mark Harmon from Arro was contacted, and after excavating more of the ground we were able to locate a good rock ledge to pour flow-able fill against. Mark and Mr. Ardini both felt comfortable with the remediation.

Mr. Ardini noted that the exploratory excavation on Longenecker Road went well; we were able to locate the storm sewer pipe and the PP&L lines and get depths on them.

Mr. Ardini informed the Board that Lindsey will be generating a list of the permitted users within the system to see if any are currently exceeding their allocation of water/sewer. Once he goes through the list he will be sending letters to the properties that are currently exceeding their allocation, the letters will explain where they currently are and if they exceed the allocation at the end of the year, they will be required to purchase the additional capacity.

Mr. Ardini stated that CH&N is looking to do some of the work on the Villas phase 5D at night. The work will consist of taking a portion of 12 inch water main out of service on Elmcrest Blvd.; there are no service connections within this section so no boil water notices will be issued. We will be having a meeting with them to discuss the work and how long it will take. Arro is fine with doing the inspection work at night also.

Business Manager Report.

Mrs. Edgell informed the Board that Mrs. Fenicle has contacted the insurance company regarding the electrical outage that damaged the headwork's electronic screen. It was determined that these damages are covered under the insurance with a \$1,000.00 deductible. The Authority will receive a check within the next couple of weeks. Total quote was \$3,343.20; the check will be \$2,343.20.

Mrs. Edgell reminded the Board that the Carol from Trout, Ebersole and Groff will be at the July 15th meeting to present the annual audit and that Stacy Hiestand will attend the August 5th meeting to provide an update on the pension plan.

Mrs. Edgell informed the Board that she is still working on the last group of termination notices for the rental properties, the process is very extensive. We started with 60 delinquent rental properties and have 20 that we have not yet heard from, the arrears at the beginning was \$40,000, we have thus far brought in \$10,000 on that arrears. She also noted that she will have another group of termination notices our on owner occupied properties in the next couple of weeks.

Minutes of the Previous Meeting.

A **MOTION** was made by Mr. Weidman and a second by Mr. Derr to approve the June 3, 2014 minutes as presented; motion carried.

Unfinished Business.

There was no unfinished business to discuss.

New Business.

A **MOTION** was made by Mr. Weidman and a second by Mr. Hornafius to approve The Reserves Phase III Plans prepared by David Miller Associates as recommended by ARRO Consulting; motion carried.

A **MOTION** was made by Mr. Hornafius and a second by Mr. Derr to award Eastern Environmental Contractors Inc. as low bidder for contract one of the Water Main Relocation/Improvements and Booster Station Upgrades, as recommended by ARRO Consulting to perform the general construction of the project; motion carried.

A **MOTION** was made by Mr. Weidman and a second by Mr. Derr to award PSI Pumping Solutions Inc. as low bidder for contract two of the Water Main Relocation/Improvements and Booster Station Upgrades as recommended by ARRO Consulting to perform the electrical construction of the project; motion carried.

Any Other Matter Proper to Come Before the Authority.

Mr. Leaman asked for the Boards approval to have ARRO Consulting to provide a PSA for management and observation for the booster station, the Board agreed.

Authorization to Pay Bills.

A **MOTION** was made by Mr. Hornafius and a second by Mr. Derr to approve the attached Requisition No. 5 as follows: \$61,464.07 from the Water Operating Fund and \$51,314.76 from the Sewer Operating Fund; motion carried.

Executive Session.

An executive session was held; no decisions were made.

A **MOTION** was made by Mr. Derr and a second by Mr. Weidman to exit executive session at 6:03 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 6:04 PM.

Respectfully submitted,

Larry Derr
Assistant Secretary/Treasurer