

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

Public Input Period.

Mr. Josh Deering from Borough Council was present to ask how the water and sewer rate structure was established and if there was a study completed before the structures were adopted. Mr. Deering stated that he received a couple phone calls stating they use less than 8,000 gallons a quarter. Chariman Gainer stated that a study was completed a few years back to determine a fair minimum charge. Mr. Gainer stated the rate structures were established for the Authority to be able to budget on reliable revenue to be able to provide services to our customers.

RBC Capital presentation on funding for the new water treatment plant.

Mr. Stephen Flaherty from RBC Capital and Mr. Sean Frederick from Barley Snyder were present to present to the Board and staff the new water treatment plant funding overview. Mr. Flaherty discussed the pros and cons for three options for the Board act upon:

- Option 1 – straight wrap without phase in of 2010 bonds
- Option 2 – wrap with five year phase in
- Option 3 – wrap with five year phase in plus reduced permanent debt service

Mr. Flaherty stated he wanted to demonstrate three scenarios to help the Board determine what the best option is for the Authority and its rate payers. No decisions were made at this time.

Authority Manager Report.

Mr. Leaman stated that he hand delivered the check to SRBC last week for the application and review fee for the well tests.

Mr. Leaman stated that he received the preliminary sketch plan for the proposed water treatment plant. The plant is currently sketched to be 8500 square feet. Mr. Leaman stated that he asked ARRO to revisit the plan to make sure that is enough space to accommodate all the equipment and any future expansions.

Mr. Leaman stated that he and Mr. Ardini met Mr. Jimmy Dennis from ARRO to complete the water department 10 year capital improvement plan and started on the sewer department. Mr. Leaman stated that he anticipates presenting the updated documents at one of the meetings in September. Mr. Gainer stated that he would like to compliment staff on this project and for their dedicated work to keep the Authority operations up to date. Mr. Gainer stated that the Authority Board and staff should not lose sight of this ten year plan as this is a good key to keep the Authority on a schedule to complete these projects.

Mr. Leaman stated that Ms. Nancy Hess is hoping to have the results from the wage survey and her other recommendations submitted within two to three weeks. Ms. Hess will be unavailable for two weeks from the end of August to beginning of September.

Mr. Leaman stated that there is a change in schedule for the grant audit for the booster station. After further review, the audit work will not start until the middle to the end of September. The final payments must be paid to the contactor prior to the start of the audit.

Mr. Leaman stated that he and Mrs. Fenicle had a conference call with Markley Actuarial Services to discuss the Act 205 report and the annual pension statements. During the conference, it was noted that the Authority is overfunded; however the mortality table has not been updated. Mr. Leaman stated that it was recommended by Markley Actuarial Services to look at updating this table before the next report is due. Mr. Rebman commented he believes the mortality table should be updated.

Mr. Leaman stated that he and Mr. Scott Hershey will be meeting with Barley Snyder this week to review the handbook and the changes that are suggested by Barley Snyder.

Mr. Leaman provided an update on 29 New Haven Street: It was stated that Mr. Bailey did not comply to the posting from the Borough's solicitor. The Court of Common Pleas is now involved in which they sent a ten day letter to comply. Mr. Bailey did respond with a written response and is representing himself. Since Mr. Bailey replied via letter, the process will continue.

Mr. Leaman stated that he and Mr. Scott Hershey will be meeting with Benecon to gather information on the Cadillac Tax for the joint administration meeting.

Mr. Leaman informed the Board that the Borough's receptionist resigned. Mr. Hershey has received approval from Borough Council to hire a full time administrative assistant and a part time receptionist.

Mr. Leaman reminded the Board of the ribbon cutting ceremony for the booster station on August 20th at 10:00 AM.

Mr. Leaman stated that the new pick-up truck has come in and will be picked up on August 17th.

Mr. Leaman stated that staff scheduled a pre-construction meeting tomorrow with AT&T. AT&T would like to start construction at the end of the month and will last approximately six weeks.

Mr. Leaman stated that he was contacted by East Hempfield Township inquiring about the Industrial and Commercial program that the Authority established. Mr. Leaman stated that they would like some guidance from the Authority in how to get this program started. The Authority Board authorized staff to provide assistance as needed.

Operations Manager Report.

Mr. Ardini updated the Board on the Park Avenue/High Street waterline replacement: Staff has installed the waterline past the park entrance on Park Avenue. The first section passed both bacteria and hydro-testing. Ten more homes now have been switched over to the new waterline. Staff will continue to install the remainder of the waterline on Park Avenue in which there are four water services left to switch over.

Mr. Ardini updated the Board on the booster station: ARRO Consulting and staff completed a walkthrough of the station today. ARRO generated a punch list of the items that needs to be complete before final submission of the pay applications.

Mr. Ardini updated the Board on the Longenecker waterline installation: Kinsley has stated the raw waterline installation this week and Authority staff will be assisting the contractor with the installation.

Mr. Ardini updated the Board on pump station 2 project: The remaining floor pours were done during the last week of July. The masons are scheduled to begin laying block during the first week of August.

Mr. Ardini stated that staff switched one of the pumps at Carmany Road pump station about a month ago. The new pump installed has a higher flow impeller and staff has noticed an increase in pumping capabilities. Staff ordered a new impeller for the pump that was removed; once it arrives, the pump will be sent for teardown and rebuilding.

Mr. Ardini stated that he received a quote to repair the air dryer at the wastewater treatment plant totaling \$1,925. Mr. Ardini inquired what a new air dryer would cost in which the quote was \$1,600. Management made a decision to purchase a new air dryer.

Mr. Ardini stated that he received a quote to repair the auto dialer at the wastewater treatment plant totaling \$1,200. When the repaired dialer is received, the back-up dialer will also be sent for repairs.

Mr. Ardini updated the Board on the Marietta Avenue Bridge project: PennDOT agreed that the waterline installation was to be incorporated into the bid. JD Eckman was provided the information from PennDOT for the waterline installation. The Authority will purchase the materials and will invoice PennDOT for 50% for reimbursement. When the waterline is installed, PennDOT will invoice the Authority for 50% of the installation.

Mr. Ardini informed the Board that the sink hole on Route 230 has been repaired by CH&N Construction.

Business Manager Report.

Mrs. Fenicle stated that she received the second quarter SREC payment for the solar system in the amount of \$21,316. Mrs. Fenicle also mentioned that she received the insurance reimbursements for the claims submitted for PPL incident on Kelly Avenue as well as the electrical damage at the Rapho pump station.

Minutes of the Previous Meeting.

A **MOTION** was made by Mr. Derr and a second by Mr. Rebman to approve the June 30, 2015 meeting minutes as presented; motion carried.

Unfinished Business.

There was no unfinished business to discuss.

New Business.

A **MOTION** was made by Mr. Rebman and a second by Mr. Derr to approve Eastern Environmental Contractors, Inc. payment request no. 10 for the Water Main Relocation / Improvements and Booster Station upgrades project in the amount of \$49,832.69 as recommended by ARRO Consulting's letter dated July 28, 2015; motion carried.

A **MOTION** was made by Mr. Rebman and a second by Mr. Derr to adopt Resolution No. 12-15 to authorize Mr. John Leaman to sign and process all document to purchase a new pick-up truck from Whitmoyer Ford; motion carried.

Any Other Matter Proper to Come Before the Authority.

There was no other matter to come before the Authority.

Authorization to Pay Bills.

A **MOTION** was made by Mr. Derr and a second by Mr. Rebman to approve the attached Requisition No. 7 as follows: \$32,088.19 from the Water Operating Fund and \$40,545.60 from the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Rebman to approve the attached Requisition No. WBRI 15-13 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. 26 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. Rebman and a second by Mr. Derr to reconvene the public session at 5:46 PM; motion carried.

Adjournment.

There being no further business, a **MOTION** was made by Mr. Derr and seconded by Mr. Rebman to adjourn; motion carried and the meeting adjourned at 5:47 PM.

Respectfully submitted,

John D. Rebman
Secretary