

Mount Joy Borough Authority
Regular Monthly Meeting
September 2, 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, Mr. Rebman and Mr. Derr. Also present were Angie Fenicle, Joe Ardini and John Leaman. Chairman Gainer called the meeting to order at 4:00 PM.

Public Input Period.

No one from the public was present.

Authority Manager Report.

Mr. Leaman informed the Board that AT&T submitted a proposal to place an antenna on the Lumber Street water tank. Mr. Leaman stated that Mr. Davis from Barley Snyder, Mr. Dennis from ARRO and Mr. DeClerck are reviewing the plans and documents to be sure they are to our current specifications. Mr. Leaman stated there are many concerns with the documents and Mr. Davis is working on addressing these with the client. Mr. Leaman also mentioned that Verizon submitted a plan to East Donegal Township inquiring to construct an antenna on Gerald Musser's property.

Mr. Leaman stated that he received Mr. George Desmond's incurred expenses for pump station 2. Mr. Leaman will create a comparison sheet for Mr. Desmond outlining all the cost to date. Mr. Leaman stated he will schedule another meeting with Mr. Desmond and Mr. Stanely to work towards an agreement on the costs.

Mr. Leaman stated that a meeting is scheduled with Mr. Rob Bowman and Mr. George Desmond for September 4th to discuss the booster station project. Mr. Leaman is hoping to have an agreement at the end of that meeting.

Mr. Leaman stated that a joint administration meeting was held on August 27th. There were discussions on health insurance, employee handbook updates, CDL physicals and administration office building upgrades as well as renewing the Borough / Authority agreement. Mr. Leaman stated that it was requested by Mayor Bradley that Borough / Authority Managers and Supervisors should be required to complete FEMA/PEMA training as part of their job descriptions. Mr. Rebman asked Mr. Leaman to supply him with a list of the suggestions they would like to see put in the job descriptions. Mr. Leaman stated that it was decided to continue with the CDL physicals. Mr. Leaman stated that Jennifer from Barley Snyder stated to Mr. Leaman via phone conversation that it is for the best interest of the Company. Mr. Leaman also stated that there was discussion on the administration building upgrades. Mayor Bradley stated that he will approach the public safety committee to see what their goals are moving forward. It was also discussed to reform the building committee to start looking at the possibilities so there are plans in place for when its time to move forward. The Board members requested a copy of the handbook to review.

Mr. Leaman stated that the Borough received a notice from PUC stating that the Jacob Street bridge must be removed and the Borough is responsible for the removing process. The Authority will need to investigate if we need to make any adjustments to the water main before the process begins.

Mr. Leaman informed the Board that he signed the contracts with PPL Energy Plus for electric power and transmission service. The contract for the wastewater plant is 6.157 cents per kilo-watt hour and is locked in for 36 months. The contract for the aggregate which includes the water plant and pump stations is 6.941 cent per kilo-watt hour and is also locked in for 36 months.

Mr. Leaman stated the Donegal School District has submitted the plans for the new stadium project and are currently being reviewed by ARRO Consulting.

Mr. Leaman stated that PennDOT submitted a time extension for the Marietta Avenue bridge project to the PUC out to June 31, 2016.

Mr. Leaman stated that he is expecting Rapho Township to submit to the Authority a request for additional water and sewer capacity based upon the existing agreement. Mr. Leaman stated that this is a good time to amend and revise these agreements to the current needs of the Townships.

Operations Manager Report.

Mr. Ardini informed the Board that the restoration has been completed with the grading off of millings at the Joy Avenue property. Mr. Ardini informed both Ms. Stacie Gibbs and Mr. Ken Barto so they can inspect the property.

Mr. Ardini stated that staff has completed the meter readings for this quarter. Staff is currently reviewing the routes and will prepare work orders so we can have readings for all accounts.

Mr. Ardini informed the Board that PennDOT will be holding a meeting on Wednesday, August 27th regarding the two at-grade crossing closures which will be located at Eby Chiques Road and Newcomer Road. Mr. Ardini will be attending the meeting as there is one valve box on Newcomer Road that may need to be addressed.

Mr. Ardini stated that Keystone Pet Store is proceeding with their upgrades to their property. Mount Joy Borough Planning Commission will review the plans at their meeting in September. These plans will include the disconnection of the water and sewer services for the one home currently adjacent to their business. The EDU allocation will transfer to the business.

Mr. Ardini stated that ABC Builders is currently excavating to locate the water main on Arrowhead Drive to make the new water service connection for their expansion. ARRO will be doing the inspections on all the installations.

Mr. Ardini informed the Board that the Authority was noncompliance on the wastewater monthly report. Mr. Ardini stated that staff cannot pin point why this had taken place. DEP was contacted and it was noted as a default in the system. Mr. Ardini stated that staff performed some treatments and the readings are now normal.

Mr. Ardini submitted to the Board the letter that he will disburse to Mr. Scott Hershey regarding the 537 Plan connections as directed by Chairman Gainer. All members are in agreement with submitting the letter.

Business Manager Report.

Mrs. Fenicle updated the Board on the delinquent billing accounts. It was stated that an additional \$2,000 was collected on the rental properties and terminated four vacated properties. Mrs. Fenicle stated that 154 notices have recently been sent to owner occupied properties and they have until September 8th to comply. Of those 154 owners, 70 of them have made payments or established a payment plan and collected \$17,000.

Minutes of the Previous Meeting.

A **MOTION** was made by Mr. Derr and a second by Mr. Weidman to approve the August 5, 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. Rebman to approve the 2015 Minimum Municipal Obligation for the Authority's Pension Plan. It was also stated, that even though this may serve as the minimum amount required, the Authority Board would like to move forward and continue to use the 10% strategy to fund more than what is required; motion carried.

A **MOTION** was made by Mr. Rebman and a second by Mr. Derr to approve the Fourth Amendment to Agreement with Respect to Additional Sewer Service between Mount Joy Borough Authority, Rapho Triangle East and Rapho Township to transfer 56 sewer EDU's from Rapho Triangle East to Rapho Township allocating them to G&L Developers; motion carried.

A **MOTION** was made by Mr. Rebman and a second by Mr. Derr to approve the Fourth Amendment to Agreement with Respect to Additional Water Service between Mount Joy Borough Authority, Rapho Triangle East and Rapho Township to transfer 56 water EDU'S from Rapho Triangle East to Rapho Township allocating them to G&L Developers; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Weidman to approve the Professionals Agreement provided by ARRO Consulting, Inc. for the Church Street Booster Pumping Station and Water Main Construction Phase Services; motion carried.

A **MOTION** was made by Mr. Hornafius and a second by Mr. Derr to approve Mount Joy Country Homes Final Phase 2A Subdivision and Land Development Plans as recommended by ARRO Consulting's letter dated April 14, 2014; motion carried.

Any Other Matter Proper to Come Before the Authority.

Mr. Leaman brought to the Board's attention that staff has been dealing with 29 New Haven Street in regards to a possible leak and water meter problems. There has not been a reading from the meter in quite some time, however now started to read again which is why the Authority staff need access to see what the problem is. The Authority staff has previously tried to gain access to look at the meter and had been denied access and this is still the case. The owner, Mr. Bailey will not let anyone access his house to see the meter. Staff has taken police officers with them to help ease the situation and still will not let the Authority have access. Mr. Leaman stated that Mr. Bailey is requesting his water to be turned off. Mr. Davis from Barley Snyder has advised Mr. Leaman to send a letter to Mr. Bailey advising him what the charges will be if the apparent leak is not corrected. Mr. Leaman will draft a letter to the owner of the property that he must submit in writing to shut the water off. Ms. Stacie Gibbs also sent letters to the owner advising that he has some structure damage and what will happen if he decided to turn the water off. Mr. Leaman stated that staff is trying to do the right thing and is doing what they can to help the situation.

Authorization to Pay Bills.

A **MOTION** was made by Mr. Derr and a second by Mr. Weidman to approve the attached Requisition No. 9 as follows: \$48,951.36 from the Water Operating Fund and \$49,532.49 from the Sewer Operating Fund; motion carried.

Executive Session.

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

A **MOTION** was made by Mr. Weidman and a second by Mr. Hornafius to exit executive session at 5:43 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 5:45 PM.

Respectfully submitted,

John D. Rebman
Secretary