

Mount Joy Borough Authority  
Pre-Authority  
September 16, 2014  
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. Weidman, Mr. Hornafius, Mr. Rebman and Mr. Derr. Also present were John Leaman, Joe Ardini, Angie Fenicle, Jimmy Dennis with ARRO Consulting and Mike Davis from Barley Snyder. Chairman Gainer called the meeting to order at 4:00 P.M.

**Public Input Period.**

No one from the public was present.

**Authority Manager Report.**

Mr. Leaman stated that he had scheduled a meeting with Mr. George Desmond and Mr. Mark Stanley to discuss the pump station #2 project for September 23<sup>rd</sup> at 2:00 PM. Mr. Leaman has prepared documentation outlining the expenses the Authority and Mr. Desmond has paid to date. Mr. Leaman provided the Board with a copy of the expense document for their review.

Mr. Leaman stated that he sent an e-mail last Thursday to Mr. Rob Bowman and Mr. George Desmond asking if anything has been resolved with their situation as the Authority would like to reschedule the meeting to move forward with the booster station project. Mr. Leaman stated that Mr. Bowman reached out to him stating that he realizes this is an important topic that needs to be discussed however he and Mr. Desmond has not yet decided on who will be representing the partnership.

Mr. Leaman distributed copies of the employee handbook to the Board members as requested last meeting.

Mr. Leaman informed the Board that he and Mr. Gainer attended the EDC Annual Joint Board and Membership meeting last Friday at the Bent Creek Golf Club.

Mr. Leaman stated that Borough Council approved moving forward with the lighting upgrades at the administration office. The cost of the project totals \$11,193 with the Authority being responsible for 33% or \$3,694 which would be split between the water and sewer funds. Mr. Leaman mentioned that the contractor offered to do a press release regarding the lighting upgrades. It was also stated that if or when the administration building is upgraded that these new lights will be reused.

Mr. Leaman stated that Mr. Scott Hershey received the renewal application from Susquehanna Municipal Trust for worker's compensation insurance. Mr. Leaman stated that in previous years it was a recommendation to create a safety manual for the company. Mr. Hershey informed Mr. Leaman that the safety manual will be required and will need to be completed by next year.

Mr. Leaman stated that staff has met with a representative from Benecon to discuss the health insurance premiums for 2015. Mr. Leaman informed the Board that Mr. Scott Hershey scheduled this individual to be present at an administration meeting to discuss this plan with the Council and Authority members that can attend. This meeting is scheduled for October 22<sup>nd</sup> at 6:00 PM. Mr. Leaman also stated that the claim history for 2014 is higher than our premiums which will result in an increase. Last year the increase was 1.4%.

Mr. Leaman informed the Board that PA DOT has again rescheduled the let date for the Marietta Avenue paving project to March 2016.

Mr. Leaman informed the Board that he received an e-mail from Mr. Riefenstahl from 267 Park Avenue, asking the status of the new water plant plans. Mr. Leaman stated that he will be responding to Mr. Riefenstahl stating that this project is still being reviewed.

Mr. Leaman informed the Board that the employee picnic will be held on September 19<sup>th</sup> at 11:30.

### **Operations Manager Report.**

Mr. Ardini stated that staff will be excavating at Plum and Church Street to install a new fire hydrant. This will assist staff in cleaning the waterline that will be supplying the feed water to the booster station when the work on Plum and Square Street occurs. Mr. Gainer asked what the estimated cost would be and how long it will take to install. Mr. Ardini stated that it would cost approximately \$4,700 and will take one day to install.

Mr. Ardini stated that Mr. Dennis Hardman and Mr. Gary Karichner took their Laboratory Supervisors test on September 9<sup>th</sup>. They are currently awaiting the results.

Mr. Ardini informed the Board that the work at the two at-grade crossings on Newcomer and Eby Chiqueres Road had begun.

Mr. Ardini stated that staff is finishing up the paving restoration in the alley off of Detweiler Avenue today. This was the trench that was installed with a force main to extend sewer connection to 318 North Barbara Street.

Mr. Ardini stated that PA DEP informed Mr. Ardini that they would like to meet with staff to review the filter evaluation that was presented last year. This meeting is a follow up meeting to see where the Authority is in relationship to the comments that were presented in the report and would like to schedule this within the next two months.

### **Business Manager Report.**

Mrs. Fenicle had nothing to report.

### **Consulting Engineer Report.**

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

Church Street Booster Station – The contractor has updated their timeline for construction, plan to mobilize the week of September 22<sup>nd</sup>. ARRO continues to review shop drawings and responding to RFI's.

Well 3 and New Treatment Plant – ARRO is currently working on surveyors to revise the right-of-ways from Longenecker Road to the site and from the site to Barbara Street across the Donsco property.

Marietta Avenue Paving Project – ARRO submitted a packet to PA DOT on August 29<sup>th</sup> in which PA DOT has commented requesting additional information. ARRO plans to provide the requested information by September 19<sup>th</sup>. This project has been delayed and notice to proceed is schedule for March 2016.

Donegal Square Land Development Plan – The utilities are installed. The contractor needs to perform vacuum testing of manholes and provide as-built drawings.

Elm Tree Properties – The Villa's Phase 5D utility lines are installed. Sanitary sewer testing is still required as well as "as-built" drawings. The Villa's Phase 5B North and 5B South has submitted a request to release the maintenance guarantee letter of credit. ARRO will confirm that all areas have been address and respond accordingly. Elm Tree Properties Phase 4A submitted a new plan which was reviewed and a comment letter was sent. No response to date.

Mount Joy Country Homes Phase 2A – ARRO and Authority staff attended a pre-construction meeting on September 8<sup>th</sup> and the contractor is expected to be on site this week. ARRO has reviewed shop drawings and is expecting to perform construction observation beginning the week of October 6<sup>th</sup>.

Reserves at Union School Phase 3– ARRO has been performing construction observations and all the water and sanitary sewer mains have been installed. They are currently installing water service laterals. Testing of the sanitary sewer improvements still needs to be conducted.

New Donegal Athletic Stadium – ARRO has received a plan for review on August 21<sup>st</sup> in which ARRO requested system demands. This data was provided on September 15<sup>th</sup>.

**Minutes of the Previous Meeting.**

A **MOTION** was made by Mr. Derr and a second by Mr. Weidman to approve the August 19, 2014 meeting minutes; 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. Derr to approve Eastern Environmental Contractors, Inc. payment request No. 1 for the Water Main Relocation/Improvements and Booster Station Upgrades as recommended by ARRO Consulting's letter dated September 9, 2014; motion carried.

**Any Other Matter Proper to Come before the Authority.**

There was no other matter proper to come before the Authority.

**Authorization to Pay Bills.**

A **MOTION** was made by Mr. Rebman and a second by Mr. Hornafius to approve the attached Requisition No. 10 as follows: \$36,376.82 from the Water Operating Fund and \$29,661.11 from the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Weidman and a second by Mr. Derr to approve the attached Requisition No. WBRI 14-14 from the Water Bond Redemption Improvement Fund; motion carried.

**Executive Session**

An executive session was held to discuss a personnel matter, no decisions were made.

A **MOTION** was made by Mr. Rebman and a second by Mr. Derr to exit executive session at 5:25 PM; motion carried.

**Adjournment.**

There being no further business, a **MOTION** was made by Mr. Weidman and seconded by Mr. Rebman to adjourn. Motion carried and the meeting adjourned at 5:26 PM.

Respectfully submitted,

John D. Rebman  
Secretary