

Mount Joy Borough Authority
Regular Monthly Meeting
October 7, 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, and Mr. Derr. Also present were Angie Fenicle, Joe Ardini and John Leaman. Mr. Hornafius and Mr. Rebman were not present. 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 a meeting was held with Mr. George Desmond and Mr. Mark Stanley to discuss the cost sharing for pump station #2. There was a discussion relating to the percentage split of the total costs of the project between the developer and the Authority according to the 2001 agreement. Mr. Desmond will contact M2 Construction to see how long they will hold their cost proposal to construct the station and will relay the response to Mr. Leaman. Mr. Leaman stated that M2 Construction feels that the prevailing wage will cost approximately \$75,000 above initial bidding contract. Mr. Leaman stated that Mr. Mike Davis is reviewing the prevailing wage amount. Mr. Leaman stated that another meeting will need to be scheduled after he receives Mr. Davis's comments.

Mr. Leaman stated that he received an e-mail from a representative from Charter Homes stating that Florin Hill Partnership has selected counsel to represent them. Mr. Leaman stated he continues to try to schedule a meeting between all parties involved. Mr. Leaman is hoping to have a meeting on the schedule within the next two to three weeks.

Mr. Leaman stated that he received a response letter from SRBC for the well monitoring and pumping plan that ARRO submitted. The department has requested a field meeting to discuss the logistics of how the pumping test will be conducted. The meeting has been scheduled for October 10th at 9:00 AM.

Mr. Leaman stated that Mr. Scott Hershey contacted A1 Electric to move forward with the lighting upgrades at the Borough / Authority Administration Office. Mr. Leaman stated that he was made aware that the PPL rebate was reduced since the quote was submitted to the Borough. The cost for the entire project will now be \$11,643 in which the Authority will be responsible for \$3,842.

Mr. Leaman stated that he sent a response letter on behalf of the Authority to AT&T regarding their proposal to install antennas and equipment onto the water standpipe tank on David Street. The letter included the comments / questions from Mr. Doug DeClerck regarding the installation process and Mr. Mike Davis's comments regarding the proposed agreement.

Mr. Leaman informed the Board that Mr. Scott Hershey will be advertising the joint administration meeting on October 22nd at 6:00 PM. There will be a presentation by Benecon, which is the company that administers the medical insurance coverage.

Mr. Leaman stated the Borough submitted a Multi-Modal transportation grant through PA DOT to remove the Jacob Street Bridge. The Authority will need to do modifications to the water main on the North side of the bridge. The South side of the bridge is free of conflicts with the Authority's utilities.

Mr. Leaman stated that staff from the Borough and Authority met to discuss the safety manual. This manual is required for the workers comprehensive insurance plan. Mr. Leaman stated that this manual is not being driven by the insurance company itself, rather than the state in which oversees the worker's compensation companies.

Mr. Leaman presented to the Board a copy of the new billing invoice that will be sent out in January. It was stated that this format will be more confidential to our customers as well as it allows the Authority to input more info on their billing invoice to help customers understand the charges. Mr. Leaman also stated that staff will mail out postcards to all of our customers informing them of the billing change. Chairman Gainer suggested that a small notice be published in the Borough newsletter reminding the residents of the billing change.

Mr. Leaman stated that he and Mrs. Angie Fenicle met with Markley Actuarial Services and Mr. Stacy Heistand from Asset Strategy. Mr. Leaman stated that if the Authority would transfer right now, Markley is higher in price than the current actuarial. However, in 2015 the current actuarial prices will increase in which Markley will then be lower. Mr. Leaman stated that there will be set-up fees to make the transfer. Mr. Stacy Heistand is currently working on some questions he has with the written proposal and he stated the he will be present at an Authority meeting to discuss the proposal to transfer with the Board.

A **MOTION** was made by Mr. Derr and a second by Mr. Weidman to approve Mr. Joe Ardini, Operations Manager, to sign documents relating to the booster station project and billing invoices from October 13th to October 27th during the absence of Mr. Leaman, Authority Manager; motion carried.

Operations Manager Report.

Mr. Ardini informed the Board that the installation of the fire hydrant at Church and Plum Street is completed. The water sample results were received on September 25th and the boil rescind notice was issued on the same day.

Mr. Ardini stated that Mr. Dennis Hardman and Mr. Gary Karichner received their results from their laboratory testing and both have failed the test by one or two questions. Both parties are reviewing the schedule to see when they will be able to retake the exam.

Mr. Ardini informed the Board that the progress at the Church Street booster station is going well. The contractor is currently working on the under slab piping and anticipates starting on the excavation of the footers during the week of October 6th.

Mr. Ardini stated that construction at the McDonalds' site at the Donegal Square Development has begun site work and supplying submittals for review.

Mr. Ardini stated that staff televised the sanitary sewer at the Clearbrook Development and there were no issues found. The maintenance guarantee letter of credit will be released.

Mr. Ardini informed the Board that there was a variable frequency drive (VFD) failure at pump station #1. Mr. Bruce Sherman addressed the VFD and it appears that it will need replaced. Staff will contact the supplier to see if the unit can be fixed or if it will need to be replaced. The cost of a new unit is not yet known.

Mr. Ardini informed the Board that he received a request from East Donegal Township to borrow the electric signs to warn resident of lose farm animals to help drivers take precautions when driving. Mr. Ardini stated that he received a call from Chief of Police at Susquehanna Regional Police Department stating that Jagtrux has damaged the signed in which they will be responsible for the repairs.

Mr. Ardini informed the Board that DEP contacted the Authority to schedule a meeting to review the filter evaluation for October 28th at 9:30 AM.

Mr. Ardini informed the Board that Fire Department Mount Joy (FDMJ) thanked the Authority for giving them authorization to relocate their drafting site for emergency situations. Mr. Ardini stated the FDMJ placed a sign at the required destination and are thankful for the willingness to help them serve Mount Joy Community.

Business Manager Report.

Mrs. Fenicle, staff and the Board had a brief discussion relating to the Sewer BRI fund and pump station 2.

Mrs. Fenicle updated the Board on the status of the delinquent billing accounts. It was stated that more termination notices were sent out last month. Mrs. Fenicle also stated that in 2012 the delinquent accounts totaled \$185,000 and to date the amount decreased to \$72,000.

Mrs. Fenicle stated that she submitted the first request for reimbursement for the booster station project. After a couple of days of finalizing documentation, all documents are in satisfactory with DCED and the payment was process and wired to the bank account this past Thursday. DCED had a quick turn around with the request. The first amount received for reimbursement was \$50,032.

Minutes of the Previous Meeting.

A **MOTION** was made by Mr. Weidman and a second by Mr. Derr to approve the September 2, 2014 minutes as presented; motion carried.

Unfinished Business.

There was no unfinished business to discuss.

New Business.

A **MOTION** was made by Mr. Derr and a second by Mr. Weidman to approve Elm Tree Properties Letter of Credit reduction request for the Villa's at Elm Tree Phase 5D in the amount of \$207,072.90 retaining a balance of \$36,543 as recommended by ARRO Consulting's letter dated October 1, 2014; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Weidman to approve Donegal School District's request to purchase one water and sewer EDU for the new Donegal Stadium. An evaluation will be completed one year after the stadium has be utilized to determine if more capacity will be needed. This account will be added into the commercial and Industrial program and will be monitored annually for permit compliance; 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. Weidman and a second by Mr. Derr to approve the attached Requisition No. 11 as follows: \$47,436.69 from the Water Operating Fund and \$70,555.90 from the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Derr and a second by Mr. Weidman to approve the attached Requisition No. WBRI 14-15 from the Water Bond Redemption Improvement 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. Derr to exit executive session at 6:18 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 6:20 PM.

Respectfully submitted,

Larry A. Derr
Assistant Secretary / Treasurer