

Mount Joy Borough Authority
Pre-Authority
October 21, 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. Rebman and Mr. Derr. Also present were Joe Ardini, Angie Fenicle, Jimmy Dennis with ARRO Consulting and Mike Davis from Barley Snyder. Mr. Hornafius and Mr. Leaman were not present. Chairman Gainer called the meeting to order at 4:00 P.M.

Public Input Period.

No one from the public was present.

Presentation by Stacy Heistand – Pension Plan Representative.

Mr. Stacy Heistand from Asset Strategy was present to discuss actuarial and administrative services. It was discussed that American Pension Benefits subcontracts services to an outside actuary in which this company recently made the decision to change to a new actuary, which prompted staff to revisit the current contract. Mr. Heistand mentioned that he recommended staff to visit Markley Actuarial Services whom is located Lancaster. Mr. Heistand and Authority staff met with this firm and discussed their services. Mrs. Fenicle stated that Mr. Leaman and she discussed this and it is our recommendation that we move forward and sign an agreement with Markley Actuarial Services. A **MOTION** was made by Mr. Derr and a second by Mr. Rebman to enter into an agreement with Markley Actuarial Services effective January 1, 2015; motion carried.

Authority Manager Report.

Mr. Leaman was not present.

Operations Manager Report.

Mr. Ardini stated that staff and ARRO Consulting met with M2 Construction on October 15th to discuss the proposed increases to the pump station #2 project. ARRO Consulting responded to the questions raised by M2 Construction. Mr. Leaman upon his return will schedule a meeting with Mr. George Desmond to discuss these increases and finalize an agreement between both parties.

Mr. Ardini stated that staff met with Mr. Davis to discuss the next steps to move forward with the booster station project and present the projected cost to Charter Homes. Mr. Davis will contact Charter Homes to see if legal representation was selected.

Mr. Ardini informed the Board that SRBC conducted a field meeting with ARRO Consulting and Authority staff on October 10th to discuss the response letter generated by the department for the well monitoring and pumping plan. SRBC will be sending ARRO Consulting a well monitoring frequency schedule that will be used in conjunction with the pumping plan. Mr. Rebman asked when this will take place. Mr. Ardini responded around December or January.

Mr. Ardini stated that the Administration Office lighting upgrades will begin soon. Mr. Hershey is awaiting a reply to schedule the work.

Mr. Ardini updated the Board on the Marietta Avenue Project; ARRO Consulting received an e-mail from PennDOT stating they cannot enter into an abbreviated contract with the Authority for the manhole frames and cover or the water grade rings because the project exceeds \$10,000. ARRO Consulting will need to submit the standard 4181 forms to PennDOT which will require the Authority to adopt a resolution to enter into an agreement with PennDOT.

Mr. Ardini stated that the Authority received a right-to-know request from Attorney Edward Robson relating to information regarding water tapping fees. A letter and e-mail were sent to Mr. Robson requesting a 30 day

extension to acquire the information requested. Mr. Ardini stated that ARRO Consulting and Mr. Davis are assisting with the request.

Mr. Ardini updated the Board on the booster station project; the footers were finished last week and the foundation walls were set today. The excavation for the generator pad will begin next week. The contractor provided staff with an updated piping schedule for the waterline installation in which they will begin next Monday at Poplar Alley and working towards the railroad tracks.

Mr. Ardini stated the VFD was installed at pump station #1 and appears to be functioning normal.

Mr. Ardini stated that he and Mr. Hardman will be attending a management class tomorrow in Grantville. He stated he will return in time for the 6:00 meeting.

Mr. Ardini stated that staff will be meeting with PA DEP on October 27th to discuss the filter evaluation. Mr. Ardini and staff met to review the comment letter. Mr. Ardini stated that of the previous and current items, staff has addressed all but four of the items. The remaining four items cannot be addressed until the new water plant is in operation. The four items require certain areas of the plant to be off line.

Mr. Ardini stated staff has been doing some flow testing and painting of fire hydrants.

Business Manager Report.

Mrs. Fenicle had nothing to report.

Consulting Engineer Report.

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

Well 3 and New Treatment Plant – ARRO, along with surveyors provided the revised right-of-ways from Longenecker Road to the site and from the site to Barbara Street across the Donsco property on October 3rd.

Donegal Square – The utilities are installed; 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 and the testing is completed. A request to reduce the letter of credit should soon follow. Elm Tree Properties Phase 4A submitted a new plan which was received this week and is currently under review.

Mount Joy Country Homes Phase 2A – ARRO staff is currently performing RPR services.

Reserves at Union School Phase 3– ARRO has witnessed the testing of the sanitary sewer improvements. A request to reduce the letter of credit should soon follow.

New Donegal Athletic Stadium – ARRO has reviewed the plan and provided a comment letter with no response to date.

Minutes of the Previous Meeting.

A **MOTION** was made by Mr. Weidman and a second by Mr. Derr to approve the September 16, 2014 meeting minutes; 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. Weidman to approve the two year cost share agreement between Borough of Mount Joy and Mount Joy Borough Authority; 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. Derr and a second by Mr. Rebman to approve the attached Requisition No. 12 as follows: \$64,944.98 from the Water Operating Fund and \$63,864.71 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 14-16 from the Water Bond Redemption Improvement Fund; motion carried.

Executive Session

An executive session was held to discuss a personnel and real estate, no decisions were made.

A **MOTION** was made by Mr. Rebman and a second by Mr. Weidman to reconvene the public session at 5:48 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 5:50 PM.

Respectfully submitted,

John D. Rebman
Secretary