

Mount Joy Borough Authority
Regular Monthly Meeting
November 3, 2015
Minutes

The Mount Joy Borough Authority held its regular meeting on this date in conference room of the Borough Offices Building. Present were Chairman Gainer, Mr. Rebman, Mr. Derr and Mr. Golicher. Also present were Angie Fenicle, John Leaman, Joe Ardini and Mr. Mike Davis from Barley Snyder. Mr. Weidman was absent. Chairman Gainer called the meeting to order at 4:00 PM.

Public Input Period.

Mr. Hans Seidel who resides at 300 Witwer Way was present to report two fire hydrants in the Florin Hill Development that he believes are not applicable for the fire department to hook onto in an event of a fire because there are at ground level. Mr. Leaman stated that the streets are not dedicated to the Authority however asked Mr. Seidel to send him the locations of these fire hydrants for future reference. Mr. Gainer stated that he feels the Authority should still take a look at them and make a recommendation if the hydrants need to be addressed. Mr. Leaman stated that he will take a look at the hydrants when he receives the locations. Mr. Seidel also inquired information on the water and sewer rate structure. Mr. Seidel asked if the Authority would consider a reduction in rates for properties that are strictly in Mount Joy Borough compared to the surrounding properties in the townships. Mr. Seidel mentioned that Mount Joy Borough secures the debt of the Authority and feels the community should be paying less for the services than the surrounding townships. Mr. Davis stated to Mr. Seidel that in order to have a selected rate structure for each municipality, it has to be justifiable. Mr. Davis continued by stating most municipalities do not have varied rate structures because of rational relationships and litigations issues. Mr. Seidel stated that his ultimate goal is to provide value and expand the boundaries to generate more revenue for Mount Joy Borough.

Mr. Josh Deering from Borough Council was present with nothing to report.

Presentation by NJ HESS Associates.

Ms. Nancy Hess was present to discuss her findings and recommendations from the job structure and wage survey. Mr. Gainer asked what is the time frame to accept the recommendations. Mr. Leaman stated that there is time to review the documents presented and would recommend to implement these changes on May 1st which is the next fiscal year budget.

Authority Manager Report.

Mr. Leaman updated the Board on the new water treatment plant: Authority staff has instructed ARRO Consulting to start working on the necessary easement for the water main across Little Chiques Park. Mr. Leaman stated that Authority staff, Borough staff and ARRO Consulting will determine what width the easement must be and secure the easement before the construction project starts.

Mr. Leaman informed the Board that the Borough Council did unanimously approve the refunding of the 2010 water bonds.

Mr. Leaman updated the Board on the SRBC application: Mr. Leaman stated that he attended the SRBC public hearing on October 29th for the Authority's well modification application. Mr. Leaman stated that the Authority will be on the March agenda for consideration. Mr. Leaman will again attend the public hearing in January.

Mr. Leaman updated the Board on the AT&T antennae project: The mounting brackets and handrail modifications were installed last week. Mr. Leaman stated over the next two weeks the antennas and equipment will be installed on top of the tank. A completion date is set for the middle of November.

Mr. Leaman reminded the Board that Mr. Stacy Heistand from Asset Strategies will be attending the November 17th meeting to discuss the amendments to the pension plan.

Mr. Leaman informed the Board that he will be contacting Ms. Carol Roland from Trout, Ebersole & Groff to discuss updating the water and sewer forecasts now that the capital improvement plans were adopted.

Mr. Leaman informed the Board that staff will be changing the metering chamber out for the effluent meter at Carmany Road water plant to send back to the factory for calibration verification. L/B Water is providing a metering chamber during the calibration period so the Authority can continue to record the total of water pumped into the distribution system. Mr. Rebman asked what the cost would be. Mr. Leaman stated that he has not yet received a quote.

Mr. Leaman informed the Board that the renewal for membership to the Economic Development of Lancaster County was received and will be processed for payment for the next meeting.

Mr. Leaman informed the Board that he instructed ARRO Consulting to move forward to review the current calculations of the tapping fees. Mr. Leaman stated he feels this is a good opportunity to make sure we are charging the necessary amount of fees due to the new water plant and the newly approved capital improvement plans.

Mr. Leaman informed the Board that The HDH Group recommended the Borough and Authority have appraisals done to the properties to be sure both parties are inuring the appropriate amount. Mr. Leaman stated that Mr. Dennis Nissley will contact the appraisal company to get quotes for the survey.

Mr. Leaman informed the Board that as of October 27, 2015, he received a resignation letter from Mr. Gainer. Mr. Gainer's term expires December 31, 2015.

Operations Manager Report.

Mr. Ardini updated the Board on the Park Avenue/High Street waterline replacement: The bacteria and hydro testing for High Street to Frederick Street passed and all services on High Street have been switched over to the new water main. Staff connected Ziegler Street and North Alley today and a boil water notice was issued. The final connection at High and Mount Joy Street will be completed next week. This will complete the project and final paving restoration will be completed in the spring.

Mr. Ardini updated the Board on the Marietta Avenue Bridge project: The water main on the West side has been installed up to 18 feet of the bridge. This line has passed the bacteria and hydro testing and the two services have been switched over to the new line. The Authority is waiting for Heisey Mechanical to finish with the transition pieces for final tie-in.

Mr. Ardini updated the Board on Pump Station 2 project: ARRO Consulting was present to inspect the rough in electrical work and did not see any issues. The piping inside the station is almost complete and the contractor will pressure test the lines.

Mr. Ardini informed the Board that the Authority will be receiving an invoice from the Borough for a portion of the paving for Apply Alley. He reminded the Board that the Authority had this portion removed from the booster station contract. The amount will total \$4,215.33.

Mr. Ardini stated that both plants faired out well with the amount of rain received last week. The water plant recorded over two inches and the wastewater plant recorded 1.6 inches.

Mr. Ardini informed the Board that staff repaired two sinkholes that were in the field behind well 1. The one was filled with flowable fill and the other was repaired with geotextile and #4 rocks.

Mr. Ardini stated that Authority staff did have a conversation to discuss the data loggers that the Authority was able to utilize on a trial basis from L/B Water. Staff feels that the devices and software appear to be user friendly. Mr. Ardini stated that staff is confident that if the Authority would decide to purchase eight to ten data loggers, staff could cover the entire water system in one month. Mr. Gainer asked if this will take place during this fiscal year's budget. Mr. Leaman stated that staff will monitor the current budget and if funds are available, staff will recommend to the Authority Board to purchase the equipment this fiscal budget year. Mr. Leaman stated that the cost for the data loggers and equipment totals at approximately \$15,000. Mr. Gainer asked what the benefits are for purchasing the equipment. Mr. Leaman stated that it will reduce the use of the leak detection company and it will also help staff locate a leak more quickly by reading data supplied from the equipment.

Mr. Ardini stated that he attended a Chiques Creek TDML alternative monitoring workshop regarding total discharge monitoring limits (TDML's) for the Chiques Creek that was held at the Liederkrantz this past Thursday. The

parties involved in the workshop are looking for alternative ways to improve the water characteristics within the creek outside of conventional policies or mandates.

Business Manager Report.

Mrs. Fenicle updated the Board on the collection of the utility invoices with Union Community Bank (UCB): Mrs. Fenicle stated that Union Community Bank will continue to collect these payments until December 31, 2016. UCB took consideration of the timeframe was not doable with the Authority and allowed enough time to help make the transition as smooth as possible. Mrs. Fenicle stated the UCB will provide samples of notices that they will display notifying their customers of the change in which the Authority will do the same. The Authority will also publish this change in the Borough's newsletter, Authority's annual report, and on the website.

Mrs. Fenicle updated the Board on the website: Mrs. Fenicle stated that staff met with Mr. Schell last week to review the site that has been put together so far. There were a number of changes that needed to be made. Mr. Schell stated he will work on the suggested changes over the next week and will supply us with an updated version.

Executive Session.

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

A **MOTION** was made by Mr. Golicher and a second by Mr. Rebman to reconvene the public session at 5.49 PM; motion carried.

Minutes of the Previous Meeting.

A **MOTION** was made by Mr. Rebman and a second by Mr. Derr to approve the October 6, 2015 meeting 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. Golicher to authorize Mr. Leaman to submit a letter of recommendation to Borough Council to consider appointing a new Board Member, Mr. Richard Hamm effective January 1, 2016. Mr. Hamm will be fulfilling the vacant position of Mr. Gainer who submitted his resignation on October 27, 2015 with term ending December 31, 2015; motion carried.

Any Other Matter Proper to Come Before the Authority.

There was no any 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. 13 as follows: \$63,430.01 from the Water Operating Fund and \$78,085.10 from the Sewer Operating Fund; motion carried.

A **MOTION** was made by Mr. Golicher and a second by Mr. Derr to approve the attached Requisition No. WBRI 15-19 from the Water Bond Redemption and Improvement Fund in the amount of \$29,049.70; motion carried.

Adjournment.

There being no further business, a **MOTION** was made by Mr. Rebman and seconded by Mr. Golicher to adjourn; motion carried and the meeting adjourned at 6:06 PM.

Respectfully submitted,

John D. Rebman
Secretary