**Mount Holly Springs Borough Authority**

**200 Harman Street**

**Mt. Holly Springs, PA 17065**

**Regular Meeting Minutes**

**March 10, 2016**

**CALL TO ORDER**

Authority Chairman Wil Shirey called the March 10, 2016 Authority meeting to order at 6:30 p.m. The Authority stood and recited the Pledge of Allegiance to the flag.

**MEMBERS PRESENT**

Wil Shirey, Mike Gwozdecki, Judy Russell, Ed Kendall, Solicitor Mark W. Allshouse, GHD Representative Nancy Adams and Jim Williams

**MEMBERS ABSENT** Doug Landis

**RECOGNITION OF VISITORS** No visitors

**REVIEW OF REGULAR MEETING MINUTES-FEBRUARY 11, 2016**

Mike Gwozdecki made a motion to approve the Authority minutes of February 11, 2016. The motion was seconded by Judy Russell. Motion passed.

**BILLS FOR APPROVAL-FEBRUARY 2016**

Wil Shirey reported the service agreement for three years that was passed last month has put the maintenance and repair line item in the sewer budget over.

Judy Russell made a motion to approve payment of the February 2016 water and sewer bills. The motion was seconded by Mike Gwozdecki. Motion passed.

**ENGINEER’S REPORT**

Nancy Adams reported GHD has reviewed the shop drawings and have returned them. Barry Hoffman in now in the process of equipment procurement and would take about a month and half. He expects to mobilize in May.

**SOLICITOR’S REPORT**

Mark Allshouse reported 106 Yates Street and 51 Mill Street have been paid and the liens have been satisfied.

Mark Allshouse reported he has sent Subway a warning letter.

Mike Gwozdecki asked how many properties with wells have had a lien against them. The billing clerk stated six of the seven properties have liens against them. 100 Yates Street does not have lien and the balance is $584.94. Wil Shirey stated a $1000 threshold was set before a lien would be placed on the property.

Ed Kendall stated Authority had talked about a sheriff type thing. Wil Shirey stated Mike Scherer was not in favor of doing it because it would cause more hardship. Nancy Adams stated the sheriff sale would be a last resort and also would be in the newspaper.

**OLD BUSINESS**

Wil Shirey reported a letter was sent to Max Fahnestock and he thinks he is satisfied on his request for what would happen and how the adjustment would work. Mr. Fahnestock did not realize his water and sewer would be adjusted. He has someone coming to look at the pipe to see if he should abandoned it or fix it. He should do something in the 60 days and 60 days would be April 11th.

**NEW BUSINESS**

**Treasurer’s Report-**Mike Gwozdecki made a motion to approve the February 2016 Treasurer’s Report. The motion was seconded by Ed Kendall. Motion passed.

**Borough Report-**Ed Kendall reported Jim Williams, Ed and Jim Hoerner repaired the shut off valve at Trine Park. There are now 2 shut off for Trine Park now.

Ed Kendall stated the instructions for the Demolition Permit was approved last month but the Zoning Officer asked if the Authority would reconsider doing that to make it easier for the resident to have papers of instructions to follow. Then at Jim’s convenience he could go out and inspect it. The Authority discussed different ways and different options for pipes. Mr. Williams agreed with the GHD procedures. Nancy Adams also indicated the disconnection of water lines is already in the Standard Construction & Material Specification for the water system which was adopted by the Authority. A drawing would be needed for the disconnection of the sewer line.

Wil Shirey called an executive session at 7:05 p.m. to discuss a personnel pay issue.

Wil Shirey called the meeting back to order at 7:30 p.m.

Mike Gwozdecki made a motion to recommend to Borough Council that John Shope’s hourly wage be increased to match that of the new hire. The motion was seconded by Judy Russell. Motion passed.

**ADJOURN**

Ed Kendall made a motion to adjourn the March 10, 2016 Authority meeting. The motion was seconded by Judy Russell. Motion passed. Meeting adjourned at 7:35 p.m.

Respectfully submitted,

Pat Fisher

Utility Billing Clerk