**Mt. Holly Springs Borough Authority**

 **200 Harman Street**

 **Mt. Holly Springs, PA 17065**

 **Regular Meeting Minutes**

 **September 14, 2017**

**CALL TO ORDER**

Authority Chairman Wil Shirey called the September 14, 2017 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 Allshouse, GHD Representative Nancy Adam, and Jim Williams

**MEMBERS ABSENT** Kathy Landis

**RECOGNITION OF VISITORS**

Matt Hockley, 17 E. Pine Street addressed the Authority on the water leak on Mountain Street. Mr. Hockley stated the guys did a fantastic job getting the water line fixed.

 Mr. Hockley indicated when the Authority does their budget, to budget in some extra equipment such as a sump pump. They have had the same pump since 1990. The other item would be higher and better boots to protect their feet.

 Jim Williams stated the sump pump has been repaired by SR Electric. Mr. Williams indicated they could use a trash pump that is a step above the sump pump. Mr. Gwozdecki asked Mr. Williams to get some prices and asked him to check Drivekore in Mechanicsburg.

 Jim Williams showed a part that broke and was the band that holds the corporation onto the water main. Mike Gwozdecki stated they should extra parts on hand.

 Jim Williams reported the part was given by the Borough of Carlisle and Mr. Williams would pay back Carlisle for the one they gave the Authority.

 Mike Gwozdecki asked if there was an inventory of the stock the Authority has. Mr. Williams stated not on paper. Mr. Gwozdecki suggested doing an inventory and update the list yearly.

**REVIEW OF REGULAR MEETING MINUTES-AUGUST 13, 2017**

Mike Gwozdecki made a motion to approve the August 13, 2017 regular meeting minutes.

The motion was seconded by Judy Russell. Motion passed.

**BILLS FOR APPROVAL-AUGUST 2017**

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

**ENGINEER’S REPORT**

Nancy Adams presented a handout of two sections of the Sewer Rules, Rates, and Regulations. Sara had called her a couple of weeks ago about tapping charges. The tapping fee is composed of two parts, the capacity part and the collection part. Typically, anytime there is a new connection made or if someone changes the use or the capacity of a building it would increase the use of the home. When that happens they would be charged an additional tapping fee. The wording of the collection part in the Rates, Rules, and Regs said that if that happened the collection tapping fee would not apply but that isn’t the case and should apply. The change in wording would be the standard language since the new tapping fee came into play in 2003 and removed the existing language relative to tapping fees and insert the new language. It reflects the collection part would be charged to new or expanded capacity requests.

 Nancy Adams reported she reviewed the definition for EDU and is a defined volume. The volume was at 275 GPD per EDU and that causes confusion when that value differs from the value in the tapping fee calculation. Ms. Adams recommended revising the definition to reflect the 212 GPD per EDU.

 Mark Allshouse would prepare the amended Resolution for passage at next month’s meeting.

 Mike Gwozdecki made a motion to recommend to Council to accept the revision to Article I and Article VI in the Sewer Rules, Rates & Regulations as written by the Engineer. The motion was seconded by Judy Russell. Motion passed.

**SOLICITOR’S REPORT**

Mark Allshouse reported he did the second amendment to the Emergency Water Agreement. The new agreement would be recommended to Council and if Council approves it, then it would go to South Middleton for review.

 The wording would be charges assessed to either Municipality or Authority receiving or purchasing water under the agreement shall be the same fee currently charged in the year of receipt of the water providing municipality or Authority’s current customer.

 Mr. Allshouse indicated it doesn’t need resolution or ordinance but it does need Council approval.

 Judy Russell made a motion to approve the second amendment to the Emergency Water Agreement and recommend to Council for approval. The motion was seconded by Ed Kendall. Motion passed.

**OLD BUSINESS**

Mike Gwozdecki stated at the last meeting it was discussed about Dickinson College student painting the fire hydrants and asked how many hydrants are left to paint. Mr. Williams stated the Borough’s hydrants and Dickinson Township are done. There are about 15 remaining.

 Mike Gwozdecki asked if the hydrants in Dickinson Township and South Middleton have been color coded. Mr. Williams stated no.

 Mike Gwozdecki asked if they went into Carlisle to see how theirs was color coded. Mr. Kendall stated they have the bonnet painted. You can also paint the 2 ½ “caps along with the bonnet.

 Mike Gwozdecki asked if the Authority should color code the bonnet only or consider doing the 2 ½” outlets and the Storz connection. Mr. Kendall questioned the use of reflective paint. Mr. Gwozdecki suggested consulting Ebert’s Paint. The flow tests would need done before the painting. Mr. Gwozdecki would assist Mr. Williams with the flow tests.

 Ed Kendall made a motion color code the bonnet of the fire hydrants to the pressure test. The motion was seconded by Judy Russell. Motion passed.

 Ed Kendall asked how often are the hydrants inspected and tested. Mr. Williams stated they flow them twice a year. As far as the flow tests, Mr. Williams stated they should be flow tested every five years. Mr. Gwozdecki suggested working the valves in front of the hydrants also.

**NEW BUSINESS**

 **Treasure’s Report-**Mike Gwozdecki made a motion to approve the Treasure’s Report for August 2017 as submitted. The motion was seconded by Ed Kendall. Motion passed.

 **Borough Report-**Tom Day asked the Authority to send the contact coordinator for Dickinson College a thank you letter for their students and a job well done. Mr. Shirey would do the letter.

 Tom Day indicated Dave Ruhl, who works for the Borough of Carlisle should be sent a thank you letter for his participation in the Mountain Street water leak.

 Tom Day reported HRG supplied Jim Hoerner with the plans for the Hill Street Project and some of the water lines might have to be moved.

 **Proposed 2018 Water & Sewer Budgets**

 Wil Shirey presented proposed 2018 water and sewer budgets for the Authority to review. The Authority reviewed the budgets.

 Mike Gwozdecki made a motion to advertise for display the proposed 2018 water and sewer budgets. The motion was seconded by Judy Russell. Motion passed.

**ADJOURN**

Mike Gwozdecki made a motion to adjourn the September 14, 2017 Borough Authority meeting. The motion was seconded by Judy Russell. Motion passed.

Respectfully submitted,

Pat Fisher

Utility Billing Clerk