

**Mt. Holly Springs Borough Authority
200 Harman Street
Mt. Holly Springs, PA 17065**

**Regular Meeting Minutes
July 8, 2021**

CALL TO ORDER

Chairman Mike Gwozdecki called the July 8, 2021 Borough Authority meeting to order at 5:00 p.m. Members stood and recited the pledge of allegiance to the flag.

MEMBERS PRESENT

Mike Gwozdecki, Brian Robertson, Deb Halpin-Brophy, Marlin Stoner, GHD Representative Nancy Adams, Solicitor Mark Allshouse and WWTP Supervisor Jim Williams

MEMBERS ABSENT Chief/Borough Manager Tom Day & Judy Russell

RECOGNITION OF VISITORS No visitors

BILL ADJUSTMENT REQUEST

6 Franklin Street-The Authority received another letter from Tracy Mazzone asking for additional water adjustment on her first request. Mr. Gwozdecki indicated they moved in he and can only assume there was a water leak and it was noticed when they received their 3-8 billing. It was repaired and a bill adjustment was made. The letter was asking the original adjustment be adjusted down further. There most recent usage was 11,000 gallons. The leak was repaired between March and June. The Authority does not know the real usage until September when you get a full reading in between a fixed leaked. The 19,000 gallons was adjusted to 16,000 gallons and there was a 3,000 gallon adjustment. Mike Gwozdecki asked the billing clerk to send Ms. Mazzone a letter stating no further adjustment will be made.

A bill adjustment request was submitted by Jacob & Marie Mortimer, 27 E. Pine Street do to a broken water line in a crawl space and has been repaired. The Authority reviewed the account screen.

Deb Brophy made a motion to adjust the bill for 27 E. Pine Street to 9,000 gallons of usage. The motion was seconded by Brian Robertson. Motion passed.

A bill adjustment request was submitted by Daniel Sheaffer of Letort Warehouses, Inc., 408 N. Baltimore Avenue do to a faulty pressure valve that was repaired on June 21, 2021. The Authority reviewed the account screen.

Deb Brophy made a motion to adjust the bill for 408 N. Baltimore Avenue to 46,000 gallons of usage. The motion was seconded by Marlin Stoner. Motion passed.

A bill adjustment was submitted by Brian Baker, 19 Fairfield Street do to a water line leak and has been repaired. The Authority reviewed the account screen.

Deb Brophy made a motion to adjust the first quarter bill of 2021 to 6,000 gallons of usage. The motion was seconded by Brian Robertson. Motion passed.

REVIEW OF REGULAR MEETING MINUTES-JUNE 10, 2021

Deb Brophy made a motion to approve the June 10, 2021 Authority meeting minutes as submitted. The motion was seconded by Marlin Stoner. Motion passed.

BILLS FOR APPROVAL-JUNE 2021

Mike Gwozdecki made a motion to approve payment of the water and sewer bills for June 2021. The motion was seconded by Brian Robertson. Motion passed.

Mike Gwozdecki made a motion to approve payment of the bill from Read & Associates in the amount of \$2375.00. The motion was seconded by Marlin Stoner. Motion passed.

ENGINEER'S REPORT

Mike Gwozdecki stated at the last meeting, Nancy had presented the Proposal for Professional Services for the Maple Street Well & Distribution System. It was tabled until this month in order for members to review it. Members have reviewed and found it satisfactory.

Mike Gwozdecki made a motion to accept the Proposal for Professional Services for the Maple Street Well and Distribution System from GHD in the amount of \$356,200. The motion was seconded by Marlin Stoner. Motion passed.

UV System

Nancy Adams reported ATS is having their system third party validated by Corella Engineers. The testing has been completed and they have received a letter of validation and that would be included in the submittal that goes to DEP for approval. ATS is requesting a meeting with GHD to have a refresher of what is needed from them for the water quality permit application. ATS is working on getting the remaining pieces to complete the application. A check will be needed from the Authority for the application fee and cannot be more than 10 days old from the time of submittal.

Nancy Adams stated Rob would like to come to a meeting to provide an update.

Nancy Adams reported once the application is in DEP's hands, it could take 6-8 weeks for their review.

Maple Street Well Project

Nancy Adams indicated something that was touched on in the last months was thinking about how the project would be funded and looking at different scenarios such as rates, hookup fees and rate impacts.

Nancy Adams stated PFM is a financial group that work with municipalities across the state to help fund projects like this. Ms. Adams stated she has been in touch with Zack Willard who works with PFM and he could come to a meeting to go over a PowerPoint for funding. PFM does not require payment until a transaction is complete. Mike Gwozdecki suggested having Zack come to the September 9th meeting. Since the fireman's fair is August 11-14, some members may be absent at August's meeting.

SOLICITOR'S REPORT No report

OLD BUSINESS

Mr. Gwozdecki asked if there was an update on the tank cleaning. Mr. Williams indicated Tom has not mentioned when he wants to do them.

Mr. Gwozdecki asked if the hydrant flushing has been done. Mr. Williams stated hydrant flushing would be done in September.

Mr. Gwozdecki asked about the raw pumps. Mr. Williams would like to know how long the wait would be for the grant money before they decide if the Authority would move forward since there is still some doors that need replaced. Mr. Williams stated he has two sewer repairs on Center Street to do along with the two raw pumps. Mr. Gwozdecki asked the cost of the sewer repairs. Mr. Williams indicated he was quoted \$6,000-\$7,000. Mr. Gwozdecki suggested moving forward with the repairs. Mr. Williams stated there are 4 or 5 doors that need replaced. The cost of the doors could be split between water and sewer. Mike Gwozdecki questioned about getting quotes. Mr. Allshouse stated if it is under \$10,000 just select a company.

Mr. Williams stated during the last storm, trees along the creek are leaning over the fence. Mr. Gwozdecki indicated to get a quote and have it done. The Borough has a chipper but is broken. Mr. Gwozdecki suggested getting a quote for a new one and talk about splitting the cost with the Borough.

Nancy Adams stated she is expecting the well drilling bill from Negley's and they did have to drill about 29 feet deeper than what was proposed. They may come in with an additional request. The original approve amount can be paid and there would be the extra invoice for the next meeting.

The August Borough Authority meeting was cancelled.

ADJOURN

Mike Gwozdecki adjourned the July Authority meeting at 5:42 p.m.

Respectfully submitted,

Pat Fisher
Utility Billing Clerk