

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

**Regular Meeting Minutes  
May 10, 2018**

**CALL TO ORDER**

Mike Gwozdecki Authority Chairman called the May 10, 2018 Borough Authority meeting to order a 6:30 p.m. Members stood and recited the Pledge of Allegiance to the flag.

**MEMBERS PRESENT**

Mike Gwozdecki, Ed Kendall, Judy Russell, Rachel Bear, Kathy Landis, GHD Representative Nancy Adams

**BOROUGH** Borough Manager/Chief Tom Day

**MEMBERS ABSENT** Solicitor Mark Allshouse and Jim Williams

**RECOGNITION OF VISITORS**

John Vaughn, new employee at the sewer plant introduced himself to the Authority. Today was his first day of work. The Authority welcomed him.

**BILL ADJUSTMENT REQUESTS**

Jason Miller, 116 W. Butler Street submitted a bill adjustment request because of a leaking toilet which was repaired on 4-7-18. The Authority reviewed the account screen.

Kathy Landis made a motion to adjust the 1<sup>st</sup> quarter bill of 2018 to 30,000 gallons of usage. The motion was seconded by Judy Russell. Motion passed.

John Millhouse owner of 13-15 W. Butler Street submitted a bill adjustment request do to a leaking water heater. Mr. Millhouse installed a new water heater on 4-6-18. The Authority reviewed the account screen. Mr. Gwozdecki indicated he did not submit a receipt for the new water heater.

Ed Kendall made a motion to approve the adjustment request to 35,000 gallons of usage contingent upon the receipt of the repair. The motion was seconded by Judy Russell. Motion passed.

A bill adjustment was submitted by T & B Homes owners of 4B Orange Street because of a broken pipe entering the building. On their form they state attempts were made immediately to call the Borough to shut the water off at the curb. They finally called 911 because nobody

could be reached. Finally someone was reached. If it would have been shut off sooner, not near as much water would have escaped. Mr. Gwozdecki recommended having some sort emergency contact number.

Judy Russell made a motion to adjust the 1<sup>st</sup> quarter bill of 2018 to 2,000 gallons of usage. The motion was seconded by Rachel Bear. Motion passed.

#### **REVIEW OF REGULAR MEETING MINUTES-APRIL 12, 2018**

Judy Russell made a motion to approve the regular meeting minutes of April 12, 2018. The motion was seconded by Rachel Bear. Motion passed.

#### **ENGINEER'S REPORT**

Nancy Adams presented Application for Payment #2 and #3. Ms. Adams indicated there are no items left on the punch list and are recommending payment.

Rachel Bear made a motion to approve Application for Payment #2 in the amount of \$18,857.50 and Application for Payment # 3 in the amount of \$1986.00 to Worldwide Industries. The motion was seconded by Judy Russell. Motion passed.

#### **BILLS FOR APPROVAL-APRIL 2018**

Judy Russell made a motion to approve payment of the water and sewer bills for April 2018. The motion was seconded by Kathy Landis. Motion passed.

**SOLICITOR'S REPORT** No report

**OLD BUSINESS** None

#### **NEW BUSINESS**

Mike Gwozdecki stated the Authority obtained a loan for the sewer plant upgrade. The loan was for 3.5 million dollars. The authority used \$3.1 million and kept the rest in reserve. When the loan was calculated originally the payments were \$110,000 and budgeted \$240,000. Wil thought it would come in over \$110,000 but it was re-calculated at \$94,000. Mr. Gwozdecki recommended keeping the payment at \$110,000. The Authority agreed.

Mike Gwozdecki reported the backhoe had a major issue with its transmission and needed to be repaired. Mr. Gwozdecki stated the Authority owns the backhoe and the Authority maintains the backhoe. The Borough uses the backhoe to do the Authority's repairs. The repair for the transmission would be \$17,000. They looked at a cost for a new backhoe but that was \$200,000 and looked into a lease for one year which was \$32,000. They have decided to repair the backhoe because it only has about 1,000 hours on it even though it is an older backhoe. The cost would be taken out of the maintenance & repair line item on the water budget.

### **Treasurer's Report**

Ed Kendall made a motion to approve the Treasurer's Report for April 2018 as submitted. The motion was seconded by Rachel Bear. Motion passed.

### **Water Connections**

Judy Russell made a motion to approve the Water Connection Applications submitted by Nathan Tiday for 7 and 8 Group Court with the fees having been paid. The motion was seconded by Kathy Landis. Motion passed.

### **Borough Report**

Tom Day reported when they were digging the drain lines on Wood Avenue behind the pharmacy, John marked the west side of Wood Avenue as the 12" main that was installed through the Pennvest grant. When Mr. Day was on the track hoe digging on the east side of Wood Avenue, he uncovered a 12" steel water main that nobody has any record of and nobody knows if it is active. Mr. Day talked to Ivan Bretzman and he thought 30-40 years ago he brought up to Frank Slyder the water pressure at the hydrants. Frank Slyder ran a 12" main the whole length of Wood Avenue and boosted the hydrant levels. No one knows where the shut offs are. Mr. Day presented photos of the pipe.

Mike Gwozdecki asked Tom to forward the pictures to Nancy then maybe she can make note of what he found.

Ed Kendall asked Nancy if there was some sort of machine that could find the water lines. Ms. Adams stated there may be. The Authority might want to talk to L/B Water on the matter.

### **ADJOURN**

Mike Gwozdecki adjourned the May 10, 2018 Authority meeting at 7:00 p.m.

Respectfully submitted,

Pat Fisher  
Utility Billing Clerk