

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

**Regular Meeting Minutes  
October 10, 2019**

**CALL TO ORDER**

Authority Chairman Mike Gwozdecki called the October 10, 2019 Authority meeting to order at 6:00 p.m. The Authority stood and recited the Pledge of Allegiance to the flag.

**MEMBERS PRESENT**

Mike Gwozdecki, Ed Kendall, Judy Russell, Marlin Stoner, Bryan Robertson, Solicitor Mark Allshouse, GHD Representative Nancy Adams

**BOROUGH** Borough Manager/Chief Tom Day and Council President James Collins II

**MEMBERS ABSENT** Jim Williams

**RECOGNITION OF VISITOR** No visitors

**BILL ADJUSTMENT REQUESTS**

Irvin & Marsha Baer, 1 Larken Lane submitted a bill adjustment request do to a leaking water heater that has been repaired. The Authority reviewed the account screen.

Judy Russell made a motion to adjust the bill for 1 Larken Lane for the 3<sup>rd</sup> quarter of 2019 to 5,000 gallons of usage. The motion was seconded by Bryan Robertson. Motion passed.

Cathy Neff, owner of 10-12 Chestnut Street submitted a bill adjustment request because of a leaking pipe and a leaking copper pipe in the bath tub. The leaks have been repaired. The Authority reviewed the account screen.

Judy Russell made a motion to adjust the bill for the 3<sup>rd</sup> quarter bill of 2019 to 29,000 gallons of usage. The motion was seconded by Bryan Robertson. Motion passed.

Freda Fahnestock, 19 Park Street submitted a bill adjustment request because of a water leak under her mobile home. The water has been shut off to the property. The Authority reviewed the account screen.

Judy Russell made a motion to adjust the bill for the 3<sup>rd</sup> quarter of 2019 to 3,000 gallons of usage. The motion was seconded by Bryan Robertson. Motion passed.

## **REVIEW OF REGULAR MEETING MINUTES-SEPTEMBER 12, 2019**

Judy Russell made a motion to approve the Authority meeting of September 12, 2019 as submitted. The motion was seconded by Ed Kendall. Motion passed.

## **BILLS FOR APPROVAL-SEPTEMBER 2019**

Ed Kendall made a motion to approve payment of the water and sewer bills. The motion was seconded by Marlin Stoner. Motion passed.

## **ENGINEER'S REPORT**

Nancy Adams updated the Authority on the hydraulic overload. GHD is working on the corrective action plan and next week they are meeting with Bob Kissinger from South Middleton to discuss their involvement in the flow that comes from South Middleton through their pump station to the plant. There would be a flow change because of the re-rate and would affect South Middleton since they own a third of the capacity at the plant.

Nancy Adams stated the agreement with South Middleton is from 1977 and in light of the situation the Authority may want to take a look at the agreement.

Nancy Adams stated GHD has received no word from Specialty Paper. Mike Gwozdecki would reach out to Mr. Rickert.

Tom Day asked if the only exceptions to adding any new properties onto the system is if the building permit existed within a one year period from that date. Mr. Day indicated Habitat for Humanity is planning to build two houses on Hill Street across from the water towers and they were going to extend the sewer lines to connect into Hill Street and their expense. Nancy Adams stated until the corrective action plan is approved by DEP and within that plan, there would be a certain number of connections permitted each year.

Mike Gwozdecki asked how much the Authority should budget for Water Quality Part II of the permit for the corrective action plan. Ms. Adam suggested adding an additional \$15,000-\$20,000 on top of the usual engineering fees. The \$15,000-\$20,000 range would include the Water Quality Management Part II permit which includes a design engineer's report that would be looked at each process unit at the treatment plant on a unit to unit basis to make sure the proposed re-rate flows are adequate. The other part is for the NPDES Part I discharge permit in which Ms. Adams is hopeful there will not have to be a major amendment.

## **SOLICITOR'S REPORT**

Mr. Allshouse prepared a policy for at the request of the Authority on how to handle a drop in water usage. If the Authority agrees to the wording, the Authority may pass it as a resolution. The Authority agreed to the wording and a resolution would presented at next month's meeting for adoption.

**OLD BUSINESS** None

**NEW BUSINESS**

**Treasurer's Report**-Bryan Robertson made a motion to approve the September 2019 Treasurer's Report. The motion was seconded by Marlin Stoner. Motion passed.

**Borough Report**

Tom Day reported John Vaughn has asked to purchase a dolly that can handle the 450 pound drums of chemicals for phosphorus removal.

Judy Russell made a motion to purchase a dolly not to exceed \$300.00. The motion was seconded by Bryan Robertson. Motion passed. The purchase would come out of the misc. line item.

**Gene Shetter Property**

Tom Day stated Mark Allshouse had prepared a proposal for Mr. Shetter offering him \$200,000 plus the rights to live in the house until his death. Mr. Shetter indicated he wants the asking price of \$230,000 and he does not want to stay at the property. There are 7-8 acres that are wooded on the left side of Locust Street.

Marlin Stoner made a motion to purchase the property of Gene Shetter, 50 Maple Street for \$230,000. The motion was seconded by Judy Russell.

Mike Gwozdecki stated he understood the Borough would go in half the purchase price and what would be the advantage for the Authority, whose thoughts are to put a seconded well there and why should the Authority purchase the property solely. Mr. Day stated there is no reason that the Authority could not purchase the property solely. Mr. Day indicated he could foresee in the future the Borough using some of the land for compost area.

Mike Gwozdecki asked if the Authority would have to pay taxes on the property. Mr. Day replied no. Tom Day stated it would be the Authority's building, pipes and land but the Authority needs Council to survive.

Mark Allshouse stated should the Borough use the land, then the Authority and the Borough would enter into an agreement for joint use of the property. Mike Gwozdecki indicated his thought was to have the Authority purchase the property solely. Members agreed.

Ed Kendall asked who would perform the maintenance and upkeep on the property. Mr. Day stated there are two building on the property that are worthwhile keeping. The house would eventually need to go. He suggested letting the fire company use it for training.

Mike Gwozdecki asked Mr. Day if there is something the Borough would use immediately on the property. Mr. Day indicated a Council member asked if some of the land could be used for garden plots for residents. Mr. Day also indicated one expense would be for a 5" rear blade mower for the new tractor to mow the open field. Mr. Gwozdecki asked which employee would do the mowing. Mr. Day indicated there is an employee that does the mowing of the parks and that could be added to him if the Borough could use some of the property also. Mr. Day asked Mr. Allshouse if the one percent transfer tax would be paid. Mr. Allshouse thought there was no tax because the land was being sold to a public entity. There was some discuss on

closing cost and other expenses associated with the closing. One recommendation of Mr. Allshouse is to get title insurance.

The previous motion made by Marlin Stoner and seconded by Judy Russell was amended to \$230,000 purchase price of the property and \$10,000 closing costs and any other expenses. Motion passed unanimously.

Ed Kendall brought up the subject of buying a chain hoist that lifts 2000 pounds with a maximum lifting height of 20 feet. The cost would be approximately \$217.02. The Authority would discuss the matter at the next meeting.

Judy Russell stated Troy has checked into some grants to help with building the pumping station. There is one grant for 20 million dollars. Mr. Day stated there are matching contributions to that grant.

## **ADJOURN**

Mike Gwozdecki adjourned the October 10, 2019 Authority meeting at 6:59 p.m.

Respectfully submitted,

Pat Fisher  
Utility Billing Clerk