

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

**Regular Meeting Minutes
February 12, 2019**

CALL TO ORDER

Mike Gwozdecki called the February 12, 2019 Borough Authority meeting to order at 6:30 p.m.

MEMBERS PRESENT

Mike Gwozdecki, Judy Russell, Ed Kendall, Rachel Bear, Marlin Stoner, Solicitor Mark Allshouse and Jim Williams

MEMBERS ABSENT Nancy Adams

BILL ADJUSTMENT REQUESTS

Andrew Forbus, 10 East Street Mt. Holly Springs submitted a bill adjustment request do to a water leak on a pipe at the meter. It was repaired on 12-10-18. The Authority reviewed the account screen.

Judy Russell made a motion to adjust the bill for 10 East Street to 16,000 gallons of usage. The motion was seconded by Rachel Bear. Motion passed.

Donald and Susan Mixell, 210 E. Pine Street submitted a bill adjustment request do to two leaking toilets. Both toilets were repaired on February 2, 2019. The Authority reviewed the account screen.

Judy Russell made a motion to adjust the bill for 210 E. Pine Street to 11,000 gallons of usage. The motion was seconded by Ed Kendall. Motion passed.

REVIEW OF REGULAR MEETING MINUTES-JANUARY 10, 2019

Judy Russell made a motion to approve the January 10, 2019 regular meeting minutes as presented. The motion was seconded by Rachel Bear. Motion passed.

ENGINEER'S REPORT

In the absence of Nancy Adams Mr. Gwozdecki reported on the maintenance agreement with Hach. The Authority received a renewal on the three year contract in the amount of \$9180. The previous contract was \$6500, an increase of 33% for three years.

Nancy Adams had contacted South Middleton Township and they pay \$4600 per year or \$13,800 for three years which is less than Hach's 3-year renewal proposal for Mt. Holly.

Mr. Williams stated the Authority can renew the contract for one year instead of three but the other years would not be locked in and the cost would probably go up.

In Nancy's report, it states Hach does not recognize any 3rd party entities as certified to maintain their equipment. They do it in house.

At this point in the meeting Mayor P. Scott Boise administered the Oath of Office to new member Marlin Stoner.

Rachel Bear made a motion to approve the 3-year contract with Hach for maintenance on the nitrogen probes in the amount of \$9181.20. The motion was seconded by Judy Russell. Motion passed.

GHD plans to schedule Mt. Holly Springs Specialty Paper inspection in March.

SOLICITOR'S REPORT

Mr. Allshouse had no report.

Tom Day stated Mr. Tate is allowed to take possession of his house May 1st from his daughter. Mr. Allshouse suggested putting another lien on the property the end of April.

Mr. Allshouse suggested keeping Merl Tate on the agenda for future liens.

NEW BUSINESS

Treasurer's Report-Ed Kendall made a motion to approve the Treasurer's Report for January 2019 as presented. The motion was seconded by Rachel Bear. Motion passed.

Borough Report-Mr. Day reported the State wanted a contract from PSI for the Hill Street project. They provided it and the \$24,000 bill was submitted to the State. It looks like the Borough would be reimbursed for the \$24,000.

BILLS FOR APPROVAL

Ed Kendall questioned the \$1000 paid from the water and sewer operating to the reserve accounts for both water and sewer. Mr. Gwozdecki stated he would check with Pat.

Judy Russell made a motion to approve the water and sewer bills for January 2019. The motion was seconded by Ed Kendall. Motion passed.

NOMINATION OF OFFICERS

Judy Russell made a motion to nominate Mike Gwozdecki as Authority Chairman and Rachel Bear as Vice Chairman. The motion was seconded by Marlin Stoner. Motion passed.

Mike Gwozdecki made a motion to nominate Judy Russell as Authority Secretary. The motion was seconded by Rachel Bear. Motion passed.

Ed Kendall questioned the progress of the radio read meters. Mr. Kendall stated money has been budgeted each year for new meters and the installation seems to have stalled. He questioned why it was being drawn out. The meters have a life span of 20 years. Mike Gwozdecki suggested making a plan of attack for 2019.

Mr. Williams stated one problem is the meter pits are time consuming to install. Mr. Williams also indicated the meter installation is ongoing and has not stopped.

Mr. Kendall stated there are two manholes that need to be below grade so they are not hit with the trucks or plows. One is at the bottom of Hill Street and Baltimore Avenue. The other one is at Watts and Chestnut Street. Mr. Day added Shiloh would be repairing that in the spring. All manholes would be reviewed.

Judy Russell stated it was her understanding that Mr. Kendall had moved out of the Borough and how does that affect his membership on the Authority Board. Mr. Kendall replied he was going to remain on the Authority. Mrs. Russell asked if that was possible. Mr. Kendall indicated he still has an account with the Borough.

The Solicitor will look into the regulations for Authority member's residency.

Mike Gwozdecki stated he cannot April 11, 2019 Authority meeting. Rachel asked to have the meeting date changed.

Judy Russell made a motion to change April 11, 2019 to April 9, 2019 at 6:30 p.m. The motion was seconded by Rachel Bear. Motion passed.

The changed meeting date would be advertised.

ADJOURN

Mike Gwozdecki adjourned the February 12, 2019 Authority meeting at 7:03 p.m.

Respectfully submitted,

Pat Fisher
Utility Billing Clerk

