

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

**Regular Meeting Minutes  
March 12, 2020**

**CALL TO ORDER**

Chairman Mike Gwozdecki called the March 12, 2020 Borough Authority meeting to order at 6:30 p.m. Members stood and recited the Pledge of Allegiance to the flag.

**MEMBERS PRESENT**

Mike Gwozdecki, Brian Robertson, Judy Russell, Deb Halpin-Brophy, Marlin Stoner, GHD Representative Nancy Adams, Solicitor Mark Allshouse

**BOROUGH** Chief/Borough Manager Tom Day

**MEMBERS ABSENT** WWTP Supervisor Jim Williams

**RECOGNITION OF VISITORS** No visitors

**REVIEW OF REGULAR MEETING MINUTES-FEBRUARY 13, 2020**

Judy Russell made a motion to approve the meeting minutes of February 13, 2020 as presented. The motion was seconded by Brian Robertson. Motion passed.

**BILLS FOR APPROVAL-FEBRUARY 2020**

Brian Robertson made a motion to approve payment of the water and sewer bills for February 2020. The motion was seconded by Judy Russell. Motion passed.

**ENGINEER'S REPORT**

Nancy Adams reported the Chapter 94 report has been submitted to DEP and GHD has received the acceptance letter from DEP.

Nancy Adams reported GHD has received the hydrogeologist study from Steve Read. It states the site would be a good place to install a well to service the area. Mr. Read provided an estimate for the professional fees and the sub contracted services that would take the Authority through drilling the well including having the casing installed and testing that would be required. Ms. Adams indicated the biggest line item would be the actual drilling of the well and would be approximately \$40,000. Mr. Read based that of similar projects he has dealt

with and the fact it would have to be drilled using the mud rotary method. He placed that about plus 20% from the \$40,000 is what the bids should come in at.

Nancy Adams stated the next step to get a better number for that item is to have Mr. Read get some quotes. If the Authority would want to move forward, the next step would be for Mr. Read put together a formal proposal that outlines all the steps that he provided in the cost estimate and also to get a couple of quotes from drillers. Ms. Adams stated the professional services provided 5 tasks: well sighting, the DEP sanitary survey, pre-drill plan that has to be submitted and approved by DEP, the test well drilling and the production well construction oversight, the aquifer testing per DEP requirements and the reporting. The cost would be approximately \$20,250. The sub contracted services would be the actual physical drilling of the well by a contractor, the aquifer testing and the water quality analysis which is required by DEP. The total would be \$49,500. Ms. Adams stated she did not see anything relative to permitting. He indicated SRBC would have to get involved if the permitted system is 100,000 gallons per day, which it is. The SRBC involvement would be another \$18,200. The total project would be \$88,200. Mr. Read's timeframe is 24 weeks for the professional services and drilling the well.

Mike Gwozdecki asked how long it would take to be considered for a Pennvest grant. Ms. Adams indicated she would look into the Pennvest specifications. Also, the costs do not include the design costs for the well station and the storage. GHD would have to put that together a proposal that would outline that part of the project and take 6-8 months.

Nancy Adams stated Phase one would be to approve what has been provided as a budgetary estimate from Steve Read and to request he obtain quotes for drilling the well to firm up the number. You can also get a formal proposal that outlines all of the work with a schedule and then begin the paperwork necessary to go through DEP to actually site the well.

Mike Gwozdecki made a motion to move forward with the \$2200 cost for a formal proposal. The motion was seconded by Brian Robertson. Motion passed.

Mike Gwozdecki brought up an email sent by Ms. Adams concerning the re-rate permitting budget. Mr. Gwozdecki stated he thought there was a typo that states the most recent invoices that have not been sent to the Authority, total \$511.56 exceeding the budget by \$439.00. It states they are asking approval of payment. Mr. Gwozdecki thought that should be \$439.77. Ms. Adams indicated there was a roughly \$80.00 left on the \$20,000 budget. There was still \$79.00 left in the budget for the project. Rather than sending an invoice for \$79.00 and then requesting another \$439.00 on top of that, Ms. Adams just held that whole invoice. Mr. Gwozdecki asked if GHD could just do it for the \$20,000 that was estimated. Ms. Adams stated yes. The email is asking for another \$1000 for some additional time that would be needed to act on the DEP comments. Ms. Adams stated they received one comment that was addressed and received no additional comments.

Mike Gwozdecki made a motion to allocate an additional \$1000 for finalizing the re-rate permitting between GHD and DEP. The motion was seconded by Deb Brophy. Motion passed.

**SOLICITOR'S REPORT** No report

## **OLD BUSINESS**

Mike Gwozdecki stated last month the subject of internships for the wastewater treatment plant came up by Jim Williams. The cost would approximately \$4000 plus benefits. After a discussion with the Borough Manager, Mr. Gwozdecki saw no need for an internship. The Authority agreed there was no need for any internships.

## **NEW BUSINESS**

**Treasurer's Report**-Deb Brophy made a motion to approve the Treasurer's Report for February 2020 as submitted. The motion was seconded by Brian Robertson. Motion passed.

**Water Connection Application**-Judy Russell made a motion to approve the Water Connection Application submitted by Reese Builders for 213 White Oak Circle, Mt. Holly Springs. The motion was seconded by Brian Robertson. Motion passed.

**Borough Report**-Tom Day reported 16 Trine Avenue had a new water meter installed and the nuts were not tightened down and water sprayed all over their basement. They did their own clean up but asked of the Borough was the replacement of 2 area rugs at a cost of \$170.00. Mr. Day instructed Pat to reimburse them for the rugs.

Mr. Day reported 36 Trine Avenue had turned on their outside faucet and their basement flooded. They may be asking for an adjustment.

Mr. Day reported he would be asking John and Steffen to help with the funeral on Saturday for traffic control and setting barricades. The Borough would be reimbursing the Authority for the time.

Mike Gwozdecki stated next month's meeting is on April 9<sup>th</sup> and he usually goes to a service at 7:00 p.m. Mr. Robertson also goes to a service. Nancy Adams would be absent also. In light of that, the Authority cancelled the April 9<sup>th</sup> Authority meeting. Mark Allshouse indicated to put a sign on the front door cancelling the meeting.

## **ADJOURN**

Mike Gwozdecki adjourned the March 12, 2020 Authority meeting at 7:00 p.m.

Respectfully submitted,

Pat Fisher  
Utility Billing Clerk

