

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

**Regular Meeting Minutes
January 12, 2023**

CALL TO ORDER

Mike Gwozdecki called the January 12, 2023 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, Judy Russell, Marlin Stoner, Pennoni Engineer Greg Rogalski, Solicitor Mark Allshouse and WWTP Josh Kuhn

MEMBERS ABSENT Chief/Borough Manager Tom Day and Deb Halpin-Brophy

NOMINATION OF OFFICER'S

Judy Russell made a motion to nominate Mike Gwozdecki as Authority Chairman. The motion was seconded by Brian Robertson. Motion passed.

Judy Russell made a motion to nominate Brian Robertson 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 Brian Robertson. Motion passed.

RECOGNITION OF VISITORS No visitors

BILL ADJUSTMENT REQUESTS

Duane Schlusser, 11 Larken Lane submitted a bill adjustment request for May-June of 2022. Mr. Schlusser did not supply a receipt for the repair. The request is incomplete and was tabled until documentation of the repair is received.

Barry and Adele Group, 896 Sandbank Road submitted a bill adjustment request do to a leaking line behind their house. The repair was completed on 11/28/22 by HB Home Service Team.

Mike Gwozdecki made a motion to adjust the water bill for 896 Sandbank Rd. to 22,000 gallons of usage. The motion was seconded by Judy Russell. Motion passed.

REVIEW OF REGULAR MEETING MINUTES-DECEMBER 8, 2022

Judy Russell made a motion to approve the Authority meeting minutes of December 8, 2022. The motion was seconded by Marlin Stoner. Motion passed.

BILLS FOR APPROVAL-DECEMBER 2022

Judy Russell made a motion to approve payment of the water and sewer bills for December 2022. The motion was seconded by Marlin Stoner. Motion passed.

ENGINEER'S REPORT

Mr. Rogalski reported there were two grants submitted in December, the H2O grants and the other was for Liberty Woods/Shetter property.

Mr. Rogalski stated there has been some back and forth with the County about their funding.

SOLICITOR'S REPORT No report

OLD BUSINESS None

NEW BUSINESS

Brian Robertson reported on the raw pump at the sewer plant. The plant got a new one a couple of years ago but Jim Williams ordered another one before his retirement and is sitting in a warehouse in Maryland. Tom was hoping for a grant to pay for them but have not heard anything on the grant.

Mike Gwozdecki made a motion to authorize the expenditure of \$33,590.00 to install a new raw pump at the sewer plant. The motion was seconded by Judy Russell. Motion passed.

Mike Gwozdecki made a motion the Authority apply for a grant to purchase a 2nd and 3rd raw pump. The motion was seconded by Brian Robertson. Motion passed.

Brian Robertson stated Tom Day asked if the Authority would reimburse the Borough 1/3 of his salary since he uses so much of his time on water and sewer matters. Mr. Day also feels South Middleton would pay part of his salary. Mr. Gwozdecki stated most of the work is on water not on the sewer. Mr. Gwozdecki indicated for budgeting purpose next year half should be from water and half from sewer. Mark Allshouse informed the Authority to ask for clarification, if it would be for 1/3 of this salary or 1/3 of 50% of his salary. Mike Gwozdecki stated it should be 1/3 of the cost of what is associated with the Borough and nothing with the police. Mr. Robertson stated the costs are broken out. Mike Gwozdecki ask when it would go into effect. Mr. Robertson reported he will be back on January 23rd Mr. Day can give clarification. Mr. Allshouse suggested it be put on next month's agenda when Mr. Day is present.

Mike Gwozdecki made a motion to start reimbursement of 1/3 of the Borough Manager's salary and get clarification upon Mr. Day's return and how much it would actually cost the Authority. The motion was seconded by Brian Robertson. Motion passed.

Brian Robertson reported Mr. Day would like an Ordinance written for call outs and emergency's to charge a fee. Mr. Allshouse indicated Tom had suggested an ordinance be drafted that if the Borough comes out to turn off water or do repairs that the time be reimbursed back to the Borough for their employees because it is homeowner specific. Mr. Allshouse stated Mr. Day would like it discretionary. The Ordinance would amend the rules & regs and would pertain to call outs or overtime, something outside regular business hours.

Mike Gwozdecki made a motion to have the Solicitor draft an Ordinance for when water meters freeze due to lack of proper heat that the homeowner, landlord or business owner pays the reimbursement and time associated with it and time associated with installing the replacement meter. The motion was seconded by Marlin Stoner. Motion passed.

Mike Gwozdecki made a motion to have the Solicitor draft an Ordinance that states when water needs to be turned off, after hours or out of normal business hours, that the homeowner may get a bill for time associated with shutting off and turning the water back on at the overtime rate. The motion was seconded by Brian Robertson. Motion passed.

Treasurer's Report-Brian Robertson made a motion to approve the Treasurer's Report for December 2022. The motion was seconded by Marlin Stoner. Motion passed.

Mike Gwozdecki stated he was going to call an associate he knows at Orrstown Bank and find out if the account can start earning more interest than they are. Judy Russell stated they are only earning ½ %.

Mike Gwozdecki stated he would be absent at February's meeting and Mr. Robertson will be running the meeting.

ADJOURN

Mike Gwozdecki adjourned the January 12, 2023 meeting at 5:26 p.m.

Respectfully submitted,

Pat Fisher
Utility Billing Clerk