

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

**Regular Meeting Minutes
July 13, 2023**

CALL TO ORDER

In the absence of the Chairman Mike Gwozdecki, Vice Chairman Brian Robertson called the July 13, 2023 Authority meeting to order at 5:00 p.m. Members stood and recited the pledge of allegiance to the flag.

MEMBERS PRESENT

Brian Robertson, Judy Russell, Deb Halpin-Brophy, Marlin Stoner, Pennoni Engineer Greg Rogalski

BOROUGH Chief/Borough Manager Tom Day

MEMBERS ABSENT Mike Gwozdecki and WWTP Josh Kuhn

RECOGNITION OF VISITORS No visitors

BILL ADJUSTMENT REQUESTS

The Authority reviewed the continued bill adjustment request from Troy Russell for 215A N. Baltimore Ave. Mr. Russell submitted his adjustment form.

Brian Robertson made a motion to adjust the 1st quarter billing for 215A N. Baltimore Avenue to 1,000 gallons of usage. The motion was seconded by Deb Brophy. The motion passed with Judy Russell abstaining from the vote. Judy Russell stated on Mr. Russell form he states in the rules and regulations he has abide by if his new meter goes bad, he would not get another adjustment within 24 months. Mrs. Russell indicated they should revert back to a new meter and start over with an adjustment. Judy Russell felt the 24 months should be eliminated. Mr. Day stated the Authority would have to stipulate how far back a new meter is construed. The Authority should clarify that if they are changing the rule.

Mr. Rogalski suggested make a motion to change the language but draft and adopt the language.

Deb Brophy made a motion to proceed with the revision for the bill adjustment form. The motion was seconded by Judy Russell. Motion passed.

Mr. Robertson reported Jennifer Teeple, 105 Westgate Drive submitted a bill adjustment request that was continued from last month. Josh was going to check the meter. She had some

come out and could not find any leaks. Mr. Robertson indicated she request a meter check. It was unclear if the meter was checked. It would be continued to next month.

Emmanuel and Deanna Shughart, owners of 220 N. Baltimore Avenue submitted a bill adjustment request do to a leaking pressure relief valve on a tank. It was repaired on 5-31-23. The Authority reviewed the account screen.

Deb Brophy made a motion to adjust the bill for 220 N. Baltimore to 11,000 gallons of usage. The motion was seconded by Marlin Stoner. Motion passed.

Ken Hill, 22 Orange Street submitted a bill adjustment request do to a hole in the line from the water heater to the washer. The line was repaired on 5-17-23. The Authority reviewed the account screen.

Deb Brophy made a motion to adjust the bill for 22 Orange Street to 4,000 gallons of usage. The motion was seconded by Marlin Stoner. Motion passed.

Jason Kennedy, 38 Mill Street submitted a bill adjustment request do to a leaking water heater. The water heater was replaced on May 11, 2023. The Authority reviewed the account screen.

Deb Brophy made a motion to adjust the bill for 38 Mill Street to 11,000 gallons of usage. The motion was seconded by Judy Russell. Motion passed.

REVIEW OF REGULAR MEETING MINUTES-JUNE 8, 2023

Judy Russell made a motion to approve the June 8, 2023 Authority meeting minutes. The motion was seconded by Marlin Stoner. Motion passed.

BILLS FOR APPROVAL-JUNE 2023

Judy Russell made a motion to approve payment of the water and sewer bill for June 2023. The motion was seconded by Deb Brophy. Motion passed.

ENGINEER'S REPORT

Mr. Rogalski reported he has been coordinating with Microchip on the renewal of their discharge permit.

OLD BUSINESS

Brian Robertson asked for and update on South Middleton. Mr. Day indicated there was nothing more to report. They were told their request would have to come from the supervisors in writing. Mr. Day also added the Authority has not gotten paid for 2021, 2022 or 2023 budget reconciliation. Josie was delivered a formal invoice and copy of the budget reconciliation even though she was given a draft copy in January. They have until July 26 to make payment in full or per the agreement another 5% can be tacked on which would be \$10,600.

NEW BUSINESS

Treasurer's Report-Deb Brophy made a motion to approve the Treasurer's Report for June 2023. The motion was seconded by Marlin Stoner. Motion passed.

Borough Report-Mr. Day reported on the water issue at Precision Fly. He is getting a good bit of water in his basement and he believes he found the leak. Mr. Day called out one of the leak detection companies after Carlisle Borough was here for five hours. He discovered it was across the street at the fire hydrant. The hydrant was shut off but the water is still coming in. Tomorrow they are going to dig to check for water. The water is testing positive for chlorine.

Mr. Day stated the main runs under the west side of the sidewalks and there is an 8" line that goes down the driveway of E. Lauman at the beer distributor. At the insurance company it L's and goes over to Sheetz and connects. There is supposedly a shut off at Sheetz but it cannot be located. It would have to be located and fixed.

Mr. Day reported there was a water break at 28 Holly Street. The lateral from the curb stop to the house broke. It was fixed but the homeowner was made aware the bill would be paid by him, around \$600.

Deb Brophy asked if the Borough ever tested for PFAS (Forever Chemicals). Mr. Robertson stated the test was done in the Borough and none were found.

Mr. Robertson asked if anyone wanted to work on the wording for the bill adjustment form. Judy Russell stated the Solicitor should help with the wording.

ADJOURN

Deb Brophy made a motion to adjourn the July 13, 2023 Authority meeting. The motion was seconded by Marlin Stoner. Motion passed. Meeting adjourned at 5:27 p.m.

Respectfully submitted,

Pat Fisher
Utility Billing Clerk

