



**GETTYSBURG BOROUGH STORM WATER AUTHORITY
TROXELL COUNCIL CHAMBERS
59 E. HIGH STREET, GETTYSBURG, PA 17325
(GBSWA) DECEMBER 12, 2022 MEETING MINUTES**

PRESENT: Members of the Board: Chair Michael S. Malewicki, Vice-Chair and Councilor John D. Lawver, Secretary and Councilor Wesley K. Heyser, Member Patrick L. Naugle, and Member Charles Strauss; **GBSWA Officials:** Administrative Manager Charles R. Gable; Borough Engineer Chad M. Clabaugh, C.S. Davidson; Director of Historic and Environmental Preservation Debra English; and Recording Secretary Karen Mesher; **Absent GBSWA Official:** Solicitor Adam D. Boyer, Barley Snyder; **Borough Staff:** Public Works Director Robert Harbaugh; **Members of the Public:** Filming by *Community Media-ACCTV*.

GBSWA – Call to Order

Chair Malewicki called the meeting to order at 5:30 PM on December 12, 2022.

Welcome and Opening Remarks

Chair Malewicki made no welcoming remarks.

Announcements

There were no announcements at this time.

Approval of Agenda, Minutes, Bills

Chair Malewicki requested a motion to accept the December 12, 2022 GBSWA Meeting Agenda as presented, the November 14, 2022 GBSWA Meeting Minutes and the December 5, 2022 Special GBSWA Meeting Minutes as submitted, and to approve all bills and payroll as presented.

Vice-Chair Lawver made the **motion** to accept the GBSWA November 14, 2022 Meeting Agenda as presented, the August 14, 2022 GBSWA Meeting Minutes as submitted, and to approve all bills and payroll as presented. The motion was seconded by Secretary Heyser and **carried 4-to 0 without dissent.**

Public Comment for Items on the Meeting Agenda

There was no public comment at this time.

Special Presentation

There was no special presentation at this time.

Current and Old Business

A. Financial Update

- **Revenue vs. Expenses YTD (2022) – Gable**

Administrative Manager Gable updated the Authority on the GBSWA revenue for the year 2022 to date. He said that under Line Item 09-383, the Authority had collected all but 100 percent of the Stormwater Fees for the calendar year 2022. The Authority did receive the CAP Grant for \$133,266.04 and it appears in the GBSWA Statement of Revenues under Revenues/Local Government Units/Grant Revenue. He noted that the

Authority budgeted for \$500,000 in grant revenue, but the NFWF Grant was not awarded to fund the Culp Stream Project, so the Authority's budget is showing a \$204,503.99 deficit for the year; but the Authority does have liquid cash in cash reserves and CDs in their General Fund. He said that there is over \$200,000 remaining in the Authority's checking account to date and \$150,000 CD as well.

Payments Received (2022 Billing) – English

Director English updated the Board on GBSWA Collections to date. She said that payments are slowly returning with 10 additional payments for the delinquent 2022 GBSWA bills received over the last 30 days to date. She noted that out of 189 delinquent 2022 bills, there are still 179 payments still pending. She said that she is finalizing a Delinquent Reminder Letter draft with Freedom Management Systems and will send those out with the remaining outstanding bills. She said that it would cost the Authority \$120.00 to send a Delinquent Reminder Letter to those property owners who have outstanding payments, and it would cost approximately \$1500.00 to send the same letter Certified Mail.

(Enter Member Pat Naugle)

Liens Filed - Boyer

Chair Malewicki said that Solicitor Boyer was ill and could not attend tonight's meeting; but had given a detailed update at last month's meeting regarding lien updates.

B. Project Updates

1. Review of Motions Adopted at the December 5, 2022 Special GBSWA Meeting - Malewicki

Motion Adopted 5 - 0

A motion authorizing Gettysburg Borough Storm Water Authority staff to prepare an application for the COVID-19 ARPA H₂O grant to fund water resource components of the Gettysburg Inner Loop Phase B project, including the Chambersburg Street storm water pipe replacement and to engage the services of outside consultants for such purpose.

Motion Adopted 5 - 0

A motion authorizing Gettysburg Borough Storm Water Authority staff to prepare an application for the COVID-19 ARPA Pennsylvania Small Water and Sewer grant to fund components of the Stevens Run Channel Wall Replacement and Rehabilitation project and to engage the services of outside consultants for such purpose.

1. Culps Run Restoration Project-Close Out – Clabaugh

Borough Engineer Clabaugh updated the Authority on the Culps Run Stream Restoration Project stating that the project is substantially complete, and that the permitting requirement for Department of Environmental Protection (DEP) as required will continue the maintenance of the stream over the next five years to include spaying for invasive species. He said that this is a significant project for the Authority because it includes all of the required pollution reduction credits. He said that 54,000 pounds of sediment need to be removed annually for the MS4 Pollution Reduction Plan for DEP, and that 107,000 suspended solid pounds was removed for the pollution reduction per year for this project. He said that the total numbers of phosphorus and nitrogen were computed for the CAP Grant but not needed for the MS4 Pollution Reduction Plan. He noted the following results of the project: three acres of flood plane restored, 2,850 lineal feet of degraded channel was restored providing the 107,000 suspended solids needed for the pollution reduction credits, 3.4 acres of needed meadow restored, and the financial numbers which reflect the total cost of the project at \$518,000 down from \$656,000 budgeted. He said that it cost the authority approximately \$480,000; and said that the numbers will be posted on the Authority's website. He said that both Land Studies and Adams County did a flyover using drones of the Culp Stream showing the completed restoration. Member Naugle suggested that the Watershed Alliance present the Culp Stream Project findings in their January newsletter, and that the

Land Studies will be present the Culp Stream Project to the Watershed Alliance in February 2023. He inquired about a market for nitrogen and phosphorus, and Engineer Clabaugh would check with DEP if selling those credits is allowed. Engineer Clabaugh said that Land Studies would charge \$19,000 for yearly maintenance required by DEP to include spraying for invasive species, site visits, meadow mowing; and that the Authority felt that the meadow maintenance cost should be incurred by the National Park Service on their land.

New Business

A. 2023 Budget – Gable

Manager Gable updated the Authority on the proposed 2023 Budget. He said that the 2023 GBSWA Budget had been advertised for public review since November 28th, and that it is incorporated into the Borough of Gettysburg's Budget in that the Authority will give reimbursements back to the Borough for services rendered. Chair Malewicki noted that staff expenses were reduced, and that money went back into projects.

Vice-Chair Lawver made **a motion to adopt the Gettysburg Borough Storm Water Authority budget for fiscal year 2023 containing an estimate of annual revenues and receipts for the Storm Water Fund in the amount of \$515,845 and an estimate of annual expenditures in the amount of \$515,845.** The motion was seconded by Secretary Heyser and **carried 5-to-0 without dissention.**

B. 2023 Meeting Dates – Gable

Manager Gable discussed with the Authority the establishment of the monthly GBSWA meeting dates for the calendar year 2023 to adjust for any holidays. He said that by passing them all at once that the dates could be advertised for the entire calendar year.

Vice-Chair Lawver made **a motion to set monthly general business meetings of the Gettysburg Borough Storm Water Authority (GBSWA) for fiscal year 2023 commencing at 5:30 p.m. on the following dates, and to authorize the provision of public notice for the business meetings:**

- **Monday, January 9, 2023**
- **Monday, February 13, 2023**
- **Monday, March 13, 2023**
- **Monday, April 10, 2023**
- **Monday, May 8, 2023**
- **Monday, June 12, 2023**
- **Monday, July 10, 2023**
- **Monday, August 14, 2023**
- **Monday, September 11, 2023**

- **Tuesday, October 10, 2023**
- **Monday, November 13, 2023, and**
- **Monday, December 11, 2023.**

The motion was seconded by Secretary Heyser and **carried 5-to-0 without dissention.**

Public Comment for Items Not on the Agenda

There was no public comment at this time.

Chair Malewicki thanked the Authority and staff for a busy and successful year and wished them a Happy Holiday Season. He said that he is currently researching the Tiber Walls / Stevens Run in the Borough minutes to determine ownership of the walls. He thanked Borough Assistant Manager/Secretary Sara Stull for all of her help with this

endeavor. Vice-Chair Lawver said that federal Title 3 Funding was used to help build the wall in the 1960s and 1970s and to use that time reference researching ownership.

Adjournment

Chair Malewicki requested a motion to adjourn. The **motion** was made by Member Strauss, and seconded by Secretary Heyser, and **carried 5-to-0**. Meeting adjourned at 5:55 PM.

Respectfully submitted by:

Karen Mesher, Planning Management Assistant
GBSWA Recording Secretary