

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

**Regular Meeting Minutes
April 10, 2025**

CALL TO ORDER

Chairman Mike Gwozdecki called the meeting to order and led everyone in the Pledge of Allegiance to the Flag.

MEMBER PRESENT

Mike Gwozdecki, James Collins II, Judy Russell, Deborah Halpin-Brophy, Brandon Vazquez, Pennoni Engineer Greg Rogalski and WWTP Josh Kuhn

BOROUGH Chief/Borough Manager Tom Day

BILL ADJUSTMENT REQUESTS

Marlin Heckert submitted a bill adjustment in February for 324 N. Walnut Street. Mr. Heckert's meter froze and he received a new meter and installed new lines. The Authority reviewed the account screen. Jim Collins made a motion to adjust the bill to 12,000 gallons of usage. The motion was seconded by Judy Russell. Motion passed.

Nadine Jones, 103 Chestnut Street submitted a bill adjustment request do to a high bill. Josh checked the meter and could not find a leak and no corrective action was taken. The Authority reviewed the account screen.

Jim Collins made a motion to adjust the bill for 103 Chestnut Street to 5,000 gallons of usage. The motion was seconded by Judy Russell. Motion passed.

Tawnya Daniel, 24 Yankee Drive submitted a bill adjustment do to a leaking water heater that was repaired on January 15th. The Authority reviewed the account screen.

Jim Collins made a motion to adjust the bill for 24 Yankee Drive to 17,000 gallons of usage. The motion was seconded by Judy Russell. Motion passed.

Richard & Chloe Goodyear, owners of 108 Hill Street submitted a bill adjustment request do to frozen and broken waterline. After review of the account screen, the Authority decided to eliminate the sewer portion of the bill.

Jim Collins made a motion to eliminate the sewer portion only of the bill for 108 Hill Street. The motion was seconded by Judy Russell. Motion passed.

Pranav, LLC, owner of 424 N. Baltimore Avenue submitted a bill adjustment request do to leaking toilet. It was repair on April 8th. The Authority reviewed the account screen.

Jim Collins made a motion to adjust the bill for 424 N. Baltimore Avenue to 17,000 gallons of usage. The motion was seconded by Judy Russell. Motion passed.

RECOGNITION OF VISITORS No visitors

REVIEW OF REGULAR MEETING MINUTES-FEBRUARY 13, 2025 (No March Meeting)

Judy Russell made a motion to approve the February 13, 2025 Authority minutes. The motion was seconded by Jim Collins. Motion passed.

BILLS FOR APPROVAL-FEBRUARY AND MARCH 2025

Jim Collins made a motion to approve payment of the water and sewer bill for February and March 2025. The motion was seconded by Judy Russell. Motion passed.

ENGINEER'S REPORT

Greg Rogalski reported the water project is basically done. Next meeting everything should be closed out.

Certificates for Payment and Change Order

Deb Brophy made a motion to approve payment of Certificate for Payment #5 retroactive to March 13 in the amount of \$52,884.90, Change Order #3 retroactive to March 13 in the amount of \$8421.22 and Certificate for Payment #7 in the amount of \$115,205.40. The motion was seconded by Brandon Vazquez. Motion passed.

Mr. Rogalski presented for the Authority's review and approval a cost estimate for Orange Street at a cost of approximately \$190,000 and a 2025 Small Water and Sewer Grant Resolution that is due the end of the month. The Authority reviewed the documents.

Deb Brophy made a motion to approve the Orange Street Cost Estimate presented by Pennoni. The motion was seconded by Brandon Vazquez. Motion passed.

Deb Brophy made a motion to approve the 2025 Small Water/Sewer Grant Resolution. The motion was seconded by Judy Russell. Tom Day asked what the cost of the matching contribution was. Mr. Rogalski stated 15%. Motion passed.

Mr. Day asked if the new water lines would be updated on the GIS mapping. Mr. Rogalski indicated yes.

OLD BUSINESS

Mike Gwozdecki asked if there was any update with South Middleton. Mr. Day stated South Middle filed a Motion with the Court of Common Pleas insinuating the Borough was using

Authority funds to pay for Borough needs. They threw a blanket argument to Judge Masland who heard the case. Instead of Judge Masland asking for facts, they threw it out as a general violation of Title 47. Masland's ruling came back saying there was no validity to the argument. We had to file in the Commonwealth Court. It took 3 hours to deliver, in our favor, and they did not give South Middleton a chance to argue the issue.

Mr. Day stated Nick completed the 2024 Audit and South Middleton's cost comes in at \$207,000. One of South Middleton argument is that was not past practice.

Mr. Day stated the reconciliation was sent to Josie telling her to please acknowledge receipt of the reconciliation. Mr. Day got a response from her office stating she was out town. To this day, he still has received no response from Josie indicating she received the reconciliation. He also CC the attorneys and they indicated they received it. The reconciliation was due April 1, 2025 and was sent March 31, 2025.

There was a discussion on South Middleton's pumping station on Pine Road and trouble getting the reading from the pumping station. Jim Collins suggested sending South Middleton a letter every month requesting the readings.

Mike Gwozdecki stated he would contact Josie and see if Josh could accompany who gets the readings either daily or monthly.

NEW BUSINESS

Water Connection Application-Deb Brophy made a motion to approve the water connection application for 9 Red Oak Lane, Mt. Holly Springs from Landmark Builders. The motion was seconded by Jim Collins. Motion passed.

Treasurer's Report-Jim Collins made a motion to approve the Treasurer's Reports for February and March 2025. The motion was seconded by Deb Brophy. Motion passed.

Borough Report-Tom Day reported there is about 1.25 million dollars' worth of CD's coming due April 17th. With Pat paying all of Kinsley's bills before being reimbursed, the water operating account is very low. Mr. Day has spoken to Orrstown Bank and with the Authority's approval, they will transfer \$250,000 into the water operating account and then reinvest the remaining money into new CD's.

Judy Russell made a motion to renewal the CD's and transfer \$250,000 from the investment account into the water operating account. The motion was seconded by Brandon Vazquez. Motion passed.

In the absence of Mike Gwozdecki at the next meeting, Jim Collins will run the meeting. The next meeting will be held on May 8, 2025 at 5:00 p.m.

ADJOURN

Mike Gwozdecki adjourned the meeting at 6:02 p.m.

Respectfully submitted,

Pat Fisher
Utility Billing Clerk