

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

**Regular Meeting Minutes  
February 13, 2025**

**CALL TO ORDER**

Chairman Mike Gwozdecki called the February 13, 2025 Authority meeting to order at 5:00 p.m. Members stood and recited the Pledge of Allegiance to the flag.

**MEMBERS 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, owner of 324 N .Walnut Street submitted a bill adjustment request. The form states on January 13<sup>th</sup> the water authority came to look at the meter because of a high bill. Josh went to look at the meter and it did not appear to be leaking. The next day the hatch to the crawl space was left open. The meter froze and broke on January 21<sup>st</sup> and was replaced. The bill went from \$250 to \$800. Josh installed a new meter and new lines were installed. The meter was read on December 4<sup>th</sup> prior to any of this happening. Deb Brophy stated the receipts for the repairs don't make sense. The leak seems to have started in the 3<sup>rd</sup> quarter. Mike Gwozdecki indicated more clarification on the request before any adjustment is made. Mr. Day stated he would talk to Mr. Heckert on the matter. The request was tabled until next month.

Zachary Wesley and Jasmine Newland, 102 East Butler Street submitted a bill adjustment request. The form states the water and sewer service were supposed to be turned off around October 25<sup>th</sup> as part of preparation for demolition of the house. Service was not shut off until January 13<sup>th</sup>. The meter reading indicated there was a leak or break occurred. Other than a three day period in August 2024 no one stayed on the property since the purchase of the property. Mr. Day indicated no one has been there and the house has been demolished. Mr. Collins stated it should have been turned off in October and it is on the Authority.

Deb Brophy made a motion to adjust the bill to 31,000 gallons of usage. The motion was seconded by Judy Russell. Jim Collins stated the 54,000 gallons is the Authority's fault and not Mr. Wesley. The bill should be eliminated completely. Judy Russell withdrew her seconded to the motion and Deb Brophy withdrew her motion.

Jim Collins made a motion to eliminate the entire bill. The motion was seconded by Deb Brophy. Motion passed.

Glenn Adams, 22 Holly Street submitted a bill adjustment do to a leaking overflow pipe. The repair was made on 12-5-24. The Authority reviewed the account screen.

Mike Gwozdecki made a motion to adjust the bill from 19,000 gallons to 14,000 gallons of usage. The motion was seconded by Jim Collins. Motion passed.

Robin Johnson, 3 Hill Street submitted a bill adjustment request due to her continued water increase each quarter when there was no change to her household. Josh checked the meter and noticed the plus sign was going off and on when there was no water being used. Ms. Johnson paid to have her meter tested. The meter passed the standards for accuracy. Ms. Johnson would also like to keep the new meter Josh installed. The Authority reviewed the account and the adjustment request.

Jim Collins made a motion to adjust the bill from 24,000 gallons to 22,000 gallons of usage. The motion was seconded by Judy Russell. Motion passed.

## **RECOGNITION OF VISITORS**

Nadine Jones, 103 Chestnut Street asked the Authority for a bill adjustment. She is a single person living in the house and her bill went from 6,000 gallons a quarter to 13,000 gallons per quarter. Ms. Jones indicated Josh did come and indicated there was no leak or no issues. Ms. Jones did not fill out an adjustment form. Mike asked Josh to see what the reading is now. Ms. Jones was given an adjustment for to be completed for the next meeting for consideration.

Robin Johnson, 3 Hill Street stated the excessive usage at her property was in small pieces. She reiterated to the Authority the same situation on her bill adjustment request. Ms. Johnson also she wants to keep the new meter.

## **REVIEW OF REGULAR MEETING MINUTES-JANUARY 9, 2025**

Jim Collins made a motion to approve the January 9, 2025 Authority meeting minutes. The motion was seconded by Judy Russell. Motion passed.

## **BILLS FOR APPROVAL-JANUARY 2025**

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

## **ENGINEER'S REPORT**

**Water System Rehabilitation Project Update**-Greg Rogalski reported there are a couple of weeks left on the water project. The bulk of the underground stuff would be done. Restoration and paving would be done when weather permitting.

**Application for Payment #4**-Jim Collins made a motion to authorize payment of Application for Payment #4 in the amount of \$111,736.80. The motion was seconded by Judy Russell. Motion passed.

## **OLD BUSINESS**

Jim Collins asked about the condensation problem is the wet well. Josh said it went away when they got the heater fixed.

Jim Collins asked Mr. Rogalski if there was a bid on the sewer project. Mr. Rogalski stated a cost estimate was provided to the Borough. The first phase was about \$200,000 and they intend to apply to the small water and sewer grant for \$500,000 for the second phase. Mr. Day was under the impression the first part was X amount of feet and the other was for the 1500 feet. They could apply for the whole total if the Authority wishes. Mr. Day suggested replacing it all. Mr. Day reached out to Senator Rothman for funds that could be applied for.

## **NEW BUSINESS**

**Water Connection Applications**-Jim Collins made a motion to approve the water connection application for 7 Barnitz Woods Drive, Mt. Holly Springs from Landmark Builders with the fees being paid. The motion was seconded by Judy Russell. Motion passed.

Judy Russell made a motion to approve the water connection application from Landmark Builders for 2 Red Oak Lane, Mt. Holly Springs with the fees being paid. The motion was seconded by Jim Collins. Motion passed.

**Sludge Hauling Contract**-Mike Gwozdecki reported on the contract from Waste Management for sludge hauling. The proposal is going from \$122.98 to \$130.36 per ton for the first year then in year 2 it go up 6% and in year 3 it would go up another 6%. This is the only proposal received.

Jim Collins made a motion to sign the contract from Waste Management for the sludge hauling. The motion was seconded by Judy Russell. Motion passed.

**Labs Fee Structure**-Jim Collins made a motion to accept LABS, Inc. fee structure for 2025. The motion was seconded by Judy Russell. Motion passed.

**Treasurer's Report**-Jim Collins made a motion to approve the Treasurer's Report for January 2025 as presented. The motion was seconded by Deb Brophy. Motion passed.

**Borough Report**-Mr. Day reported he purchased another CD for \$50,000 at 4.4% interest rate. The cash balance is roughly \$15,000 and 1.8 million in the brokerage account.

Mr. Day reported there was major water issue on Hollinger Street. It was coming down to Bretzman's and down to West Pine Street. It was finally discovered it was coming from 108 Hill

Street. The house is owned by Richard Goodyear but the house is unoccupied. The basement was full of water and gushing out. One of the pipes prior to the meter broke. When they put the new sidewalks in on Hill Street, they never leveled the shut offs and are at an angle and you can't get to the shut offs. The sidewalk will have to be cut and the shut offs leveled.

Tom Day stated the police department has a 2016 Chevy van with 11,000 miles. The scales will be the new pickup. Since the van is in mint condition, shelving would be put inside for fittings and equipment for use if there is a water beaks.

## **ADJOURN**

Mike Gwozdecki adjourned the February 13, 2025 Authority meeting at 5:57 p.m.  
The next meeting will be March 13<sup>th</sup>.

Respectfully submitted,

Pat Fisher  
Utility Billing Clerk