

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

**Regular Meeting Minutes
May 8, 2025**

CALL TO ORDER

Vice Chairman Jim Collins called the May 8, 2025 Borough Authority meeting to order in the absence of Chairman Mike Gwozdecki. Jim Collins led the Pledge of Allegiance to the flag.

MEMBERS PRESENT

Jim Collins II, Judy Russell, Deborah Halpin-Brophy Pennoni Engineer Greg Rogalski

BOROUGH Chief/Borough Manager Tom Day

MEMBERS ABSENT Mike Gwozdecki, Brandon Vazquez and Josh Kuhn

BILL ADJUSTMENT REQUESTS

Barbara Sharrah, 7 Orange Street submitted a bill adjustment request do to a leaking toilet that was repaired on 4-18-25. The Authority reviewed the account screen.

Deb Brophy made a motion to adjust the first quarter bill of 2025 for 7 Orange Street to 12,000 gallons of usage. The motion was seconded by Judy Russell. Motion passed.

Amy Penner, 22 Trine Avenue submitted a bill adjustment request do to a cracked solenoid in her dishwasher that was repaired on 1-27-25. The Authority reviewed the account screen.

Deb Brophy made a motion to adjust the first quarter bill of 2025 for 22 Trine Avenue to 3,000 gallons of usage. The motion was seconded by Judy Russell. Motion passed.

Sara Close, 412 Chestnut Street submitted a bill adjustment request do to a burst pipe in the downstairs bathroom and was repaired on 4-8-25. The Authority reviewed the account screen.

Judy Russell made a motion to adjust the first quarter of 2025 to 16,000 gallons of usage. The motion was seconded by Deb Brophy. Motion passed.

Amy Fahnestock, 14 Holly Street submitted a bill adjustment request for 2023 because of a high bill. Ms. Fahnestock indicated on the form no problem was found. Mr. Day asked if the bill could be adjusted do the timeframe. Mr. Collins asked the wishes of the Authority. Judy Russell stated she should be treated like everyone else. Deb Brophy asked how many times she asked for an adjustment. Mr. Collins stated this was the first time.

Judy Russell made a motion to adjust the bill to 17,000 gallons of usage. The motion was seconded by Deb Brophy. Tom Day asked when her time period start to ask for another adjustment. Mr. Collins stated 5-2-2025. Motion passed.

RECOGNITION OF VISITORS No visitors

REVIEW OF REGULAR MEETING MINUTES-APRIL 10, 2025

Judy Russell made a motion to approve the minutes of April 10, 2025. The motion was seconded by Deb Brophy. Motion passed.

BILLS FOR APPROVAL-APRIL 2025

Deb Brophy made a motion to approve payment of the April 2025 water and sewer bills. The motion was seconded by Judy Russell. Motion passed.

ENGINEER'S REPORT

Greg Rogalski submitted the final Certificate for Payment #8 and Contract Change Order #4 for the Boards approval.

Deb Brophy made a motion to approve Certificate for Payment # 8 in the amount of \$78,327.20. The motion was seconded by Judy Russell. Motion passed.

Deb Brophy made a motion to approve Contract Change Order #4 in the amount of \$4107.00. The motion was seconded by Judy Russell. Motion passed.

Greg Rogalski reported this was the final payment application and would release the contractor from the project. Pennoni did survey the as built locations for the valves and all main locations. That would go to CH. Datum to update.

Greg Rogalski reported at the end of April, Pennoni submitted the small water/sewer grant application. There should be more information later this year.

OLD BUSINESS None

NEW BUSINESS

Treasurer's Report-Deb Brophy made a motion to approve the Treasurer's Report for April 2025 as submitted. The motion was seconded by Judy Russell. Motion passed.

Borough Report-Tom Day reported \$250,000 has been transferred from the brokerage account into the water operating account.

Mr. Day reported he was asked by Blue Mountain Water if they could purchase water from the Borough for pools. They would fill on Watts Street.

Deb Brophy made a motion to sell bulk water to Blue Mountain Water at a cost of \$8.00 per thousand gallons. The motion was seconded by Judy Russell. Motion passed.

Mr. Day reported Josh got a pallet of radio read water meters today. Jason will be assigned to him for help installing the water meters.

Mr. Day received a request from Hunter's Lawn Care to have a second meter installed to pressure wash his equipment that would not be going into the sewer system. This would be for water only and no sewer. Hunter would pay for the second meter.

Judy Russell made a motion to approve the request from Hunter's Lawn Care for a second meter. The motion was seconded by Deb Brophy. Motion passed.

Judy Russell asked about the car wash. Tom Day stated the water goes into the sewer system.

ADJOURN

Deb Brophy made a motion to adjourn the May 8, 2025 Authority meeting. The motion was seconded by Judy Russell. Motion passed. Meeting adjourned at 5:28 p.m.

Respectfully submitted,

Pat Fisher
Utility Billing Clerk