

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

**Regular Meeting Minutes
October 9, 2025**

**This meeting did not record and was transcribed from the
billing clerk's notes**

CALL TO ORDER

Vice Chairman, Jim Collins called the October 9, 2025 Authority meeting to order at 5:02 p.m. in the absence of Chairman Mike Gwozdecki. Mr. Collins led the Pledge of Allegiance to the Flag.

MEMBERS PRESENT

Jim Collins, Judy Russell, Deb Halpin-Brophy, Brandon Vazquez, Pennoni Representative Ryan Jongezoon and WWTP Josh Kuhn

BOROUGH Chief/Borough Manager Tom Day

MEMBERS ABSENT Mike Gwozdecki

RECOGNITION OF VISITOR'S None

BILL ADJUSTMENT REQUESTS

Frank and Deb Neumayer, owners of 9 N. Baltimore Ave submitted a bill adjustment request do to leaking toilet that was repaired 8-11-25. The Authority reviewed the account screen.

Deb Brophy made a motion to adjust the third quarter bill to 15,000 gallons of usage. The motion was seconded by Judy Russell. Motion passed.

William Lefin, 407 N. Walnut Street submitted a bill adjustment request do to a blowout and leak from his garden hose that was replaced on 8-13-25. The Authority reviewed the account screen.

Deb Brophy made a motion to adjust the third quarter bill to 8,000 gallons of usage. The motion was seconded by Judy Russell. Motion passed.

Linda and Gary Carver, 406A N. Walnut Street submitted a bill adjustment request do to a broke filter connection that was repaired on 8-2-25. The Authority reviewed the account screen.

Deb Brophy made a motion to adjust the third quarter bill to 14,000 gallons of usage. The motion was seconded by Brandon Vazquez. Motion passed.

REVIEW OF REGULAR MEETING MINUTES-SEPTEMBER 11, 2025

Judy Russell made a motion to approve the minutes of September 11, 2025 as presented. The motion was seconded by Deb Brophy. Motion passed.

BILLS FOR APPROVAL- SEPTEMBER 2025

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

ENGINEER'S REPORT

Deb Brophy made a motion to submit to DCED for reimbursement the 2024 Water System Rehab Project. The motion was seconded by Brandon Vazquez. Motion passed.

Ryan Jongezoon reported to the Authority a Local Share Account grant to see if the Authority wanted Pennoni to go after the grant to replace asbestos coated pipes on the northern side of the system.

Deb Brophy made a motion to have Pennoni apply for the Local Share Account grant. The motion was seconded by Judy Russell. Motion passed.

Mr. Jongezoon stated next month Pennoni would have the figures and a resolution for approval.

OLD BUSINESS None

NEW BUSINESS

A discussion on hiring 2 certified operator's has been put on hold for now.

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

Borough Report

Presentation of proposed Water & Sewer Budgets 2026

Water Budget-Authority members were presented with a draft copy of the water budget for 2026 for their review. Mr. Day stated there would be a proposed increase of .50 per thousand gallons. Member would review it for the next meeting.

Sewer Budget-Authority members were presented with 2 scenarios for the sewer budget. One was with a rate of \$20.00 per thousand and would have a deficit of \$16,872. The second budget would have a rate of \$21.00 per thousand and have a surplus of \$18,964. The Authority members would review the sewer budgets for next meeting.

Tom Day asked Pennoni to look into steps to appraise the Water and WWTP. The current value of the water system is \$400,000 and the WWTP is \$4.5 million. Mr. Day feels these are low and a reappraisal could benefit the Authority.

ADJOURN

Deb Brophy made a motion to adjourn the October 9, 2025 Authority meeting. The motion was seconded by Brandon Vazquez. Motion passed.
Meeting adjourned at 5:57 p.m.

Respectfully submitted,


Pat Fisher

Utility Billing Clerk