

## **Mount Holly Springs Authority Meeting**

**December 11th, 2025**

**Call to Order-** Vice Chairman Jim Collins called the December 11, 2025 Authority meeting to order at 5:00pm, following with the **Pledge of Allegiance**.

**Members Present-** Jim Collins, Judy Russell, Deb Halpin-Brophy, Brandon Vazquez, Pennoni Representative- Greg Rogalski, WWTP Josh Kuhn, and Madeline Pierce-Authority Billing Clerk. Borough Manager Tom Day and Mike Gwozdecki were absent.

**Moment of Silence and Reading for the Remembrance of Patricia Fisher.**

**Recognition of Visitors-** None

**Bill Adjustment Requests-** None

**Approval of Meeting Minutes from November 13th, 2025-** Minutes were passed and reviewed with a minor correction. Mrs. Russell made a motion to approve the minutes with the correction, with a second by Mrs. Halpin-Brophy. Motion approved.

**Bills for Approval- December 2025-** Mrs. Halpin-Brophy made a motion to approve the paying of the bills, with a second by Mr. Vazquez. Motion was approved.

**Engineer's Report-Greg Rogalski (Pennoni)-**

Item #1- Grant funding is starting to become available and we are expecting to hear something in January for the Small Water and Sewer Grant. Applied for an additional grant for the replacement of the water system on Orange St.

Item #2- Discussed Authority water and sewer appraisal by PFM. Will schedule with them for January meeting to go over their evaluation once completed.

**Old Business-** None

**New Business-**

Sewer Budget- Mrs. Halpin-Brophy made a motion to approve the advertised sewer budget for 2026. Mrs. Russell seconded the motion to approve the sewer budget. Motion approved.

Water Budget- Mrs. Russell made a motion to approve the advertised water budget for 2026. Mr. Vazquez seconded the motion to approve the water budget. Motion approved.

Approval of 2026 Authority Meetings- All meetings for the 2026 year are on the 2<sup>nd</sup> Thursday of the month. Mrs. Halpin-Brophy made a motion to approve and advertise the 2026 meetings with a minor correction changing the August meeting to the 13<sup>th</sup> instead of the 6<sup>th</sup>. Mrs. Russell seconded the motion with corrections. Motion approved.

Josh Kuhn- Mrs. Halpin-Brophy made a motion to change Josh Kuhn's pay from \$28.50 an hour to \$35.00 an hour, effective January 1<sup>st</sup>, 2026. Mrs. Russell seconded the motion. Motion approved.

New Computer Software and Hardware- New hardware and software are needed to change from Sage to QuickBooks for accounting purposes, as well as changing the billing software. The new system will allow customers to pay online and with credit card, set up automatic withdraws, and opt in for paperless billing statements. The new hardware is needed to ensure the new programs run properly. To switch from Sage to QuickBooks would cost about the same, as Sage costs about \$109 a month, and QuickBooks is around \$1,100 a year. For new hardware and software licensing, costs are expected to be around \$60,000, but may be less depending upon the company that is chosen. In that estimated cost is the computer, printer, and the company installing the system, along with any training necessary. There are two upcoming calls for demos with Muni-Link and Diversified Technology.

Internet Upgrade- Brightspeed contacted in regards to the sewer plant and if there would be any interest in an internet upgrade. Currently, internet for the sewer plant is \$109.99. The first option offered was the 600Mbps plan, which would boost internet from 500Mbps to 600Mbps at no additional price increase. The second option offered was the 1Gpbs (1,000Mbps) plan, which would increase the monthly payment from \$109.99 to \$129.99. Josh Kuhn stated he would entertain the first option since there would be no price increase. Mrs. Halpin-Brophy made a motion to approve the 500Mbps to 600 Mbps upgrade for the sewer plant with no additional cost, seconded by Mrs. Russell. Motion approved.

**Any other Business before Authority Board-**

Sewer Budget- Mrs. Halpin-Brophy stated the sewer budget still owes for operation salary. Authority owes the borough for salary and billing, requesting to move funds from the reserve to the operating account. Mrs. Halpin-Brophy made a motion to transfer \$98,000 from the reserve, seconded by Mrs. Russell. Motion approved.

Water Authority- Mrs. Halpin-Brophy stated water authority owes \$45,000 to the borough. Mrs. Halpin-Brophy made a motion to expend the funds, with a second by Mr. Vazquez. Motion approved.

Judy Russell- Was recognized for her 35 years of service to the Authority Board. Mr. Collins extended his gratitude by thanking Mrs. Russell for her continuous help and support to the Authority.

**Adjournment-** Mrs. Russell motioned to adjourn with a second by Mrs. Halpin-Brophy. Motion approved and meeting adjourned at 5:28pm.

Respectfully Submitted,

Madeline Pierce  
Authority Billing Clerk