

Mount Holly Springs Authority Meeting

June 11, 2026

Call to Order- Mrs. Halpin-Brophy called the June 11, 2026 Authority meeting to order at 5:00pm, following with the **Pledge of Allegiance**.

Members Present- Deb Halpin-Brophy, Jason Bonawitz, Andrew Tate, Dylan Coyle, Brandon Vazquez, Pennoni Representative- Greg Rogalski, WWTP Josh Kuhn, Borough Manager Tom Day, and Madeline Pierce- Authority Billing Secretary.

Recognition of Visitors-
None

Appointment of New Board Members-

Mrs. Halpin-Brophy swore in Dylan Coyle and Andrew Tate as new members of the Authority Board.

New Authority Secretary/Treasurer-

According to the Authority's Solicitor, Mrs. Halpin-Brophy explained how the Authority's Treasurer is supposed to be the one who handles all the payments and bills. Mr. Vazquez requested documentation between the Borough and the Authority in terms of how much of a percentage the Authority pays the borough for each employee. Mr. Vazquez also had questions regarding if there is a rules of engagement document between the Borough and the Authority. Authority members discussed if the new solicitor, once hired, be present for Authority Meetings. Mr. Bonawitz made a motion for Madeline to be the Authority Secretary and Treasurer, with a second by Mr. Coyle. Mr. Vazquez sustained his vote. Motion approved.

Agenda Additions-

- Cohen Segalis Invoices- Mr. Bonawitz made a motion to add the Cohen Segalis Invoices to the Agenda under Old Business, with a second by Mr. Tate. Motion approved.

- Muni-Link Customer Notifications- Mr. Bonawitz made a motion to add Muni-Link Customer Notifications to the Agenda under New Business, with a second by Mr. Coyle. Motion approved.

Bill Adjustment Requests-

- Shelby Silva- 10 Park Street, Mt. Holly Springs, submitted a bill adjustment request for a water pipe leak under the trailer, which was repaired on March 19, 2026. Upon Authority members review, Mr. Bonawitz made a motion to approve the reduction to 12,000 gallons, with a second by Mr. Tate. Motion approved.

Approval of Meeting Minutes from May 14, 2026- Mr. Bonawitz made a motion to approve the minutes as submitted, with a second by Mr. Coyle. Motion approved.

Financial Reports- Financial reports from May 15, 2026 to June 11, 2026 were submitted for review. Account balance of \$1,261,897.76 (Bills paid \$341,776.84 and Deposits \$293,451.61). Mr. Bonawitz made a motion to approve the financial reports and the paying of bills, with a second by Mr. Tate. Mr. Vazquez sustained his vote. Motion approved.

Engineer's Report- Greg Rogalski (Pennoni)-

- PFAS Testing- Mrs. Halpin-Brophy had a question regarding PFAS Testing from a concerned resident. PFAS testing has already been completed, and the resident was provided with a report from Borough Manager Tom Day at the Borough Council Meeting on Monday, June 8, 2026.

- Orange Street Project- Greg Rogalski reported the grant contract is currently still in review with DCD.

- CS Datum to Esri- Greg Rogalski presented a proposal to upgrade from the current CS Datum software to Esri web based GIS tools. The new Esri software will provide a place to store data on the cloud since all information is stored on the cloud. The system would enable field workers to access mapping data, take geolocated photos, and update information in real time by utilizing a tablet or phone. The project would not exceed more than a \$10,000 set up fee. After the first year, there is an annual \$700 fee for a creator and \$125 fee for a viewer to have access to the software. The first step of the conversion process would be to have all information from CS Datum migrated over to Esri and then merged into a borough specific site, which can be customized to the Borough needs. Mrs. Halpin-Brophy made a motion to authorize the engineer to set up the Esri GIS web based tools, with a set up cost not to exceed more than \$10,000, and to purchase the compatible technology needed, with a second by Mr. Bonawitz. Motion approved.

Old Business-

- Cohen Segalis Invoice- Mr. Bonawitz reported Cohen Segalis provided a 73 percent reduction in their legal fees being billed to the Authority, from \$3,110.50 to \$870 for their services. Mrs. Halpin-Brophy made a motion to approve the paying of the reduced Cohen Segalis invoice, totaling \$870, with a second by Mr. Coyle. Motion approved.

New Business-

Borough Report

None

- Investing into CDs- Borough Manager Tom Day explained how a CD recently came due for around \$260,000 and would like a motion to reinvest into a new CD. Mrs. Halpin-Brophy made a motion to invest \$260,000 into a new CD at the prevailing rate, with a second by Mr. Bonawitz. Motion approved.

- Raising Quarterly Payments for Fire Hydrants – Currently, the Authority is charging \$50 per fire hydrant to Mt. Holly, Dickinson Township, and South Middleton Township. Mr. Bonawitz made a motion to raise the cost for each fire hydrant from \$50 to \$75, with a second by Mr. Coyle. Motion approved.

- Quarterly Payments from South Middleton- South Middleton Township is requesting copies of the Authorities prepared budget before any of their quarterly payments are made. Mr. Bonawitz made a motion to send South Middleton Township copies of the prepared budget, with a second by Mr. Coyle. Motion approved.

- Invoices from McNees- Mr. Bonawitz made a motion to pay the invoices to McNees, totaling \$105,027.70, provided the new solicitor, Kelso Law, says to do so, with a second by Mr. Tate. Motion approved.

- Muni-Link Customer Notifications- The new billing software, Muni-Link, has a customer notification system that sends customizable notifications to customers via text or email for numerous topics, such as overdue account balances, or if there are any issues in the Borough, such as a water main break. It costs \$3.00 per 1,000 emails sent, and \$0.045 per each 160-character text message sent. Only customers who have their phone number and email listed in the Muni-Link portal will receive messages. A note will be included in the upcoming billing for customers to include their phone number and email if they wish to receive these types of notifications. Mr. Bonawitz made a motion to approve the implementation of the Muni-Link customer notification system and the costs associated, with a second by Mr. Coyle. Motion approved.

Other Business-

- Muni-Link Update- The new billing software, Muni-Link, is now up and running, which provides customers the opportunity to pay online if they choose. Paystar is the software that allows customers to pay online or with a credit or debit card in office, which is also implemented, however the card reader is still on the way to us.

Adjournment- Meeting adjourned at 6:35pm.

Respectfully Submitted,

Madeline Pierce
Authority Billing Clerk