

Mount Holly Municipal Utilities Authority

Regular Meeting Minutes of August 14, 2025

The regular meeting of the Mount Holly Municipal Utilities Authority was held on Thursday, August 14, 2025 at 6:00 P.M. Chairman DiFolco called the meeting to order with the following roll call:

PRESENT: Mr. Richard DiFolco, Chairman
Mr. James Logan, Commissioner
Mr. James Rydarowski, Commissioner
Mr. Michael B. Dehoff, Interim Executive Director/CFO
Mr. Brian Grant, Operations Superintendent
Ms. Jennifer Rivera, Administration Director & Board Secretary
Mr. Tom Coleman, Raymond, Coleman Heinold, LLP
Ms. M. Lou Garty, Esq., The Garty Law Firm

ABSENT: Mr. Mark Fury, Commissioner
Mr. Jason Jones, Commissioner
Mr. Anthony Stagliano, Safety Director & Special Projects

Verification of Notice

Interim Executive Director Dehoff verified that "In compliance with the Open Public Meetings Act, this is to announce that adequate notice of this meeting was provided in the following manner: Notice of this meeting was published in the Burlington County Times and the Courier Post on March 23, 2025. On Monday, August 11, 2025 advanced written notice of this meeting was mailed to all persons who, according to the records of the Authority, requested such notice."

Pledge of Allegiance

Public Comments on Agenda Items Only

Luis Lopez of Mount Holly, ask for an explanation for Resolution 2025-74 & Resolution 2025-76. Mr. Dehoff gave a brief explanation of the resolutions.

Approval of Regular Meeting Minutes

Commissioner Rydarowski moved for the approval of the regular minutes from the July 10, 2025 meeting. Commissioner Logan seconded the motion. At the call of the roll the vote was:

Ayes: Chairman DiFolco, Commissioner Logan
Nays:
Absent: Commissioner Fury, Commissioner Jones
Abstain: Commissioner Rydarowski

New Business

Resolution 2025-76 A resolution accepting the annual audit for the year ending December 31, 2024.

Commissioner Logan moved for the approval of Resolution 2025-76. Commissioner Rydarowski seconded the motion. At the call of the roll the vote was:

Ayes: Chairman DiFolco, Commissioner Logan, Commissioner Rydarowski
Nays:
Absent: Commissioner Fury, Commissioner Jones
Abstain:

Resolution 2025-77 A resolution authorizing shared service agreement with Mount Holly Fire District No. 1.

Commissioner Logan questioned the number of QPA hours dedicated per week to the Fire District and requested that the resolution be tabled pending further clarification. Interim Executive Director Dehoff clarified that the contract allows for up to five hours per week; however, he does not anticipate the need for that many hours. After further discussion regarding the contract, Commissioner Rydarowski moved for the approval of Resolution 2025-77. Commissioner Logan seconded the motion. At the call of the roll the vote was:

Ayes: Chairman DiFolco, Commissioner Logan, Commissioner Rydarowski
Nays:
Absent: Commissioner Fury, Commissioner Jones
Abstain:

Resolution 2025-78 A resolution authorizing closing of inactive bank account. Commissioner Rydarowski moved for the approval of Resolution 2025-78. Commissioner Logan seconded the motion. At the call of the roll the vote was:

Ayes: Chairman DiFolco, Commissioner Logan, Commissioner Rydarowski
Nays:

Absent: Commissioner Fury, Commissioner Jones
Abstain:

Consent Agenda:

“All items listed with an asterisk (*) are considered routine by the Authority and will be enacted by one motion. Should a Commissioner wish to discuss a consent agenda item separately, that item can be removed from the consent agenda and considered in its normal sequence.”

- *Resolution 2025-65 A resolution approving the operating expenses for the month of July.
- *Resolution 2025-66 A resolution approving the sewer refunds for the month of July.
- *Resolution 2025-67 A resolution approving the expenditures for the month of July from the escrow fund.
- *Resolution 2025-68 A resolution approving the expenditures for the month of July from the improvement replacement fund.
- *Resolution 2025-69 A resolution approving application S3 for approval of sewer construction plans for Ark Landings, LLC. - 98 Ark Road, Phase 2
- *Resolution 2025-70 A resolution approving application S1-NR for sewerage service between Mount Holly MUA and Highview Commercial X5, LLC. Township of Westampton, Blk. 808 Lot 1 - Quick Check
- *Resolution 2025-71 A resolution approving application S2 service agreement between Mount Holly MUA and Highview Commercial X5, LLC. for sewerage service for a Quick Check Gas/Convenience Store in the Township of Westampton, Blk. 808 Lot 1
- *Resolution 2025-72 A resolution approving application S3 for approval of sewer construction plans for Highview Commercial X5, LLC – Quick Check
- *Resolution 2025-73 A resolution approving application S1-NR for sewerage service between Mount Holly MUA and Burlington Industrial Asset, LLC. Township of Westampton, Blk. 906.07 Lot 5 - Warehouse
- *Resolution 2025-74 A resolution approving application S2 service agreement between Mount Holly MUA and Burlington Industrial Asset, LLC. for sewerage service for a 250,000sf warehouse in the Township of Westampton, Blk. 906.07 Lot 5
- *Resolution 2025-75 A resolution approving application S3 for approval of sewer construction plans for Burlington Industrial Asset, LLC – 1960 Burlington-Mount Holly Rd. (Warehouse)

Commissioner Logan moved for the approval of consent agenda. Commissioner Rydarowski seconded the motion. At the call of the roll the vote was:

Ayes: Chairman DiFolco, Commissioner Logan, Commissioner Rydarowski

Nays:

Absent: Commissioner Fury, Commissioner Jones

Abstain:

Communications

Matters to be presented by the public

Luis Lopez of Mount Holly asked whether the Authority experienced any issues from the most recent rainstorm. No issues were reported. Mr. Lopez also inquired about the status of 37 Washington Street, to which Mr. Dehoff responded that he would provide an update in his report.

David Villava of Mount Holly also requested an update on the progress of 37 Washington Street. He asked what measures were being taken to mitigate potential flooding and whether the sewer system could be used to redirect stormwater. Mr. Grant explained that the Authority does not operate a combined sewer system; stormwater is managed by the township and is separate from the sanitary sewer system. Mr. Villava further asked if the contents of wastewater are made public. Mr. Grant clarified that the Authority is required to submit monthly discharge monitoring reports to the State of New Jersey, which are public records.

Report of the Executive Director The Report of the Executive Director was received. Interim Executive Director Dehoff reported that bids have been released for the Hollybrook Pumping Station Upgrade Project, with the bid opening scheduled for September 17, 2025. He also provided a brief update on the status of 37 Washington Street.

Mr. Dehoff thanked the entire Authority staff for their efforts in connection with the audit report, noting that the Authority is in strong financial standing. He stated that this reflects the diligence of every department in securing the lowest prices and maintaining equipment to avoid unnecessary replacements. Mr. Dehoff gave thanks to Brent Lee and his staff for their work on the audit report.

Report of the Engineer The Report of the Engineer was received.

Report of the Operations Superintendent The Report of the Operations Superintendent was received.

Report of the Safety Director and Special Projects The Report of the Safety Director was received.

Report of the Solicitor The report of the Solicitor was received.

Report of the Finance Administrator/Treasurer The Report of the Finance Administrator was received.

Report of the Communication Director The Report of the Communication Director was received.

Other new business None

Matters to be presented by the Commissioners

Executive Session: No Executive Session necessary.

Chairman DiFolco moved to adjourn the meeting at 6:16pm. Commissioner Rydarowski seconded the motion.
Ayes: All in favor.

The meeting was adjourned.

Respectfully submitted,
Jennifer Rivera