Mount Holly Municipal Utilities Authority
Regular Meeting Minutes of July 10, 2025

The regular meeting of the Mount Holly Municipal Utilities Authority was held on Thursday, July 10, 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. Mark Fury, Commissioner
Mr. Jason Jones, Commissioner
Mr. Michael B. Dehoff, Interim Executive Director/CFO
Mr. Brian Grant, Operations Superintendent
Ms. Jennifer Rivera, Administration Director & Board Secretary
Mr. Anthony Stagliano, Safety Director & Special Projects
Mr. Tom Coleman, Raymond, Coleman Heinold, LLP
Ms. M. Lou Garty, Esq., The Garty Law Firm

ABSENT: Mr. James Rydarowski, Commissioner

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, July 7, 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 2025-63. Mr. Dehoff gave a brief explanation of the resolution.

Approval of Regular Meeting Minutes

Commissioner Rydarowski moved for the approval of the regular minutes from the June 12, 2025 meeting. Commissioner Logan seconded the motion. At the call of the roll the vote was:

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

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 2025-58 A resolution approving the operating expenses for the month of June.
*Resolution 2025-59 A resolution approving the sewer refunds for the month of June.
*Resolution 2025-60 A resolution approving the expenditures for the month of June from the escrow fund.
*Resolution 2025-61 A resolution approving the expenditures for the month of June from the improvement replacement fund.

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

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

New Business

Resolution 2025-62 A resolution approving change orders for the Sludge Tank Conversion Project.
Commissioner Jones moved for the approval of Resolution 2025-62. Commissioner Fury seconded the motion. At the call of the roll the vote was:

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

Resolution 2025-63 A resolution appropriating funding from the Improvement/Replacement Fund for engineering services associated with the demolition of 37 Washington Street building. Commissioner Jones moved for the approval of Resolution 2025-63. Commissioner Fury seconded the motion. At the call of the roll the vote was:

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

Resolution 2025-64 A resolution authorizing final payment for the Pump Station 214 Upgrade Project. Commissioner Jones moved for the approval of Resolution 2025-64. Commissioner Fury seconded the motion. At the call of the roll the vote was:

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

Communications

Matters to be presented by the public
Luis Lopez of Mount Holly inquired about the performance of the Authority's solar panels. Interim Executive Director Dehoff responded that he had reviewed the data and estimated savings of approximately 10–15%, depending on usage. Mr. Lopez then asked whether the MUA building located at 37 Washington Street would be demolished. Mr. Dehoff stated that demolition is the recommended course of action. Chairman DiFolco added that the goal is to replace the building due to concerns identified by the structural engineer and went on to discuss some potential future uses for the site. Mr. Lopez also asked about the location of the Lumberton Pump Station and concluded by thanking Commissioner Logan for his assistance a few months ago.

Report of the Executive Director The Report of the Executive Director was received. Interim Executive Director Dehoff reported that he received the draft audit, which included an unqualified opinion - the highest level of assurance that can be issued - indicating a strong financial year for the Authority with no audit findings or comments. He noted that Mr. Brent Lee will attend the next meeting to formally present the audit to the Board for acceptance. Mr. Dehoff also shared that he is currently collaborating with the fire district on several shared service initiatives. These include use of the meeting space, access to a fit testing unit, and the potential for shared Qualified Purchasing Agent (QPA) services. He noted that the Authority currently has three QPAs, which could offer opportunities for cost savings through shared resources.

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. Mr. Coleman stated depositions will be starting next week on the Clyde Lattimore case.

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

Commissioner Logan noted that Mr. Dehoff has served as Interim Executive Director for two years and inquired whether there is a reason he has not yet been appointed as the permanent Executive Director. Chairman DiFolco responded that there have been ongoing discussions about the possibility of combining the role into a joint position, though a final decision has not yet been made. Commissioner Logan then asked if the joint role could be established as a permanent position. Chairman DiFolco confirmed that it could but emphasized that further discussion is necessary before any action is taken. Commissioner Logan asked whether the Board could make a motion to formalize the position at the current meeting. Attorney Lou Garty advised that such a decision should be carried out through the proper contract process. Chairman DiFolco reiterated that additional conversation is needed before moving forward with any motions. Commissioner Fury added that this is a matter in which all Commissioners should participate. Ms. Garty clarified that personnel matters must be discussed in closed session, with the appropriate Rice Notice provided to the affected employee, in accordance with the established process. Commissioner Logan expressed his desire to initiate that process. Commissioner Fury noted that he will be out of state and unable to attend next month's board meeting.

Executive Session: No Executive Session necessary.

Chairman DiFolco moved to adjourn the meeting at 6:13pm. Commissioner Jones seconded the motion.
Ayes: All in favor.

The meeting was adjourned.

Respectfully submitted,
Jennifer Rivera