



COMMONWEALTH OF PENNSYLVANIA
PENNSYLVANIA PUBLIC UTILITY COMMISSION
COMMONWEALTH KEYSTONE BUILDING
400 NORTH STREET
HARRISBURG, PENNSYLVANIA 17120

August 14, 2025

TO ALL PARTIES OF RECORD
VIA EMAIL

Re: Jeniqua Bradley, Complainant
v.
UGI Utilities, Inc. – Gas Division, Respondent
Docket No.: F-2024-3052211

To Parties of Record:

On July 17, 2025, the Commission entered and served an Initial Decision at the above captioned case and docket. The Initial decision was served on all parties along with a Secretarial Letter explaining the process by which a party may file exceptions to the decision. The Secretarial Letter explained that exceptions “must be filed with the Secretary of the Commission by opening an efilng account through the Commission’s website[.]” The Secretarial Letter also instructs the excepting party to submit a courtesy copy of the exceptions to the Commission’s Office of Special Assistants at its email address, ra-OSA@pa.gov.

It has come to my attention that on July 31, 2025, Complainant emailed a document she titled, “EXECPTIONS OF JENIQUA BRADLEY – COMPLAINANT” to the Commission’s Office of Special Assistants at the ra-OSA@pa.gov email address. However, Complainant has failed to file her Exceptions with the Secretary of the Commission.¹ As the time to file exceptions to the Initial Decision has now expired, and because Complainant did timely submit Exceptions to the Commission, albeit incorrectly; for the purpose of ensuring due process to all parties, the Commission will accept Complainant’s Exceptions as if filed correctly with the Commission’s Secretary.²

Additionally, although Complainant’s Exceptions include a certificate of service indicating that on July 28, 2025, Complainant served her Exceptions to the Commission via certified mail, as of the date of this letter, the Secretary’s Bureau has not received the certified mail with Complainant’s Exceptions. Moreover, the certificate of service also indicated that, on July 28, 2025, the Complainant’s Exceptions were also served by certified mail to the Respondent.

In light of the fact that the Secretary’s Bureau has not received Complainant’s Exceptions via certified mail, it is unclear whether Complainant’s Exceptions were actually served on all

¹ 52 Pa. Code § 5.533(d).

² 52 Pa. Code §§ 1.2(a), (d).

parties in accordance with 52 Pa. Code § 1.54 when she emailed her Exceptions to the Commission's Office of Special Assistants.

Therefore, to ensure due process and correct the potential failure of the Complainant to serve the Respondent, we are placing this Secretarial Letter on the record of the docket, serving it electronically upon the Respondent with a copy of the Complainant's Exceptions, and will grant Respondent time to file a Reply to Exceptions if it chooses.

Respondent will have ten days from the date of this Secretarial Letter to file its Reply to Exceptions.

Very truly yours,

A handwritten signature in black ink that reads "Matthew L. Homsher". The signature is written in a cursive style with a large initial "M".

Matthew L. Homsher
Secretary

Attachment of Filing submitted by Complainant

cc: Counsel for Respondent via eService
PUC Office of Special Assistants