

**Mercersburg Sewer Authority  
Borough Hall, Mercersburg, PA  
July 14, 2016  
MINUTES**

**Attending:** Chairman Dan Chayes, Vice-Chairman/Secretary/Treasurer Jim Malone, Jonathan Kittredge, Borough Manager Dawn Scheller, and Assistant Borough Manager Derek Stoy

**Absent:** Members John Rose, Catalin Bonciu, Solicitor, and Engineer

**Guest(s)/Press:** None

Chairman Chayes called the meeting to order at 7:00 pm. No public comments were made at this time.

**MOTION: to approve the Treasurer's Report for the month ending June 30, 2016, Bills Payable Invoice List as presented was made by Jonathan Kittredge, second by Jim Malone, all ayes, motion carried.**

The Meeting Minutes from June 9, 2016 were accepted as presented.

Dawn Scheller provided the Manager's Report that included the money due to the Authority along with a prediction for the 2016 Sewer Sales. Dawn estimates that the Authority will reach the 2016 budgeted sales after the fourth quarter bills are sent out in October. Dawn reviewed that the Solicitor was in the process of drafting the ROW Agreements for the trail. She noted that she would forward the Sewer Authority ROW Agreement as soon as it is ready. Dawn Scheller briefly reviewed the discussions which occurred at the Personnel Committee Meeting and said that she would include the meeting notes in next month's meeting packet. The Authority Members were asked to review the presented Operations Agreement and provide feedback to the Sewer Authority Representatives.

Derek Stoy presented his report that included information on the Buchanan Drive Sewer Extension project. He noted that the drawings are complete and he was contacting the property owners regarding the ROWs. He estimated that the project would occur middle of August. Derek Stoy provided the Authority Members with an update for the camera work on Main Street. He noted that they were not able to camera due to grease and stones. He requested that Greene Township bring the flush truck to flush all the lines before any additional camera work is done.

The Authority Members asked that the Solicitor assist with drafting a notice that can be given to the properties prior to flushing the lines.

He also asked the Authority Members to approve a new spray head for the Borough's Flusher as he felt that the Borough's machine would be more successful if it had a different head on it. Derek asked that the Authority approve Green Township at a cost of \$190 per hour to complete the work. Sewer Authority Members approved that both Green Township be called in to flush the lines and authorize the purchase of a new nozzle for the flusher.

Derek Stoy presented a quote for the repair of a Variable Frequency Drive for Digester #2 Blower at the plant. After discussion on the costs presented the Sewer Authority made the following motion.

**MOTION: to approve the purchase of AR&E Variable Frequency Drive at the cost of \$2,726.00 plus the Labor to install and program the drive at a cost of \$798.00 with the total cost not to exceed \$3600.00 was made by Jonathan Kittredge, second by Jim Malone, all ayes, motion carried.**

Chairman Chayes moved on to the other items listed on the agenda.

**MOTION: to approve items A, B, C, and D as listed on the agenda;**

- A. Approve refund amount of \$283.64 due to a water leak at 56 Linden Ave.**
- B. Approve credit amount of \$136.76 for a swimming pool refill at 34 E. Grandview Ave.**
- C. Approve credit amount of \$81.04 for a swimming pool fill at 29 w. Grandview Ave.**
- D. Approve the Authority Chairman to sign the 2015 Audit Documents and submit them to DCED**

**This motion was made by Jonathan Kittredge, second by Jim Malone, all ayes, motion carried.**

Chairman Chayes asked if there was any additional business to be brought before the Authority, no other items were discussed. They reviewed the correspondence items.

**MOTION: to adjourn at 7:46 pm was made by Jonathan Kittredge, second by Jim Malone, all ayes, motion carried.**

*These meeting minutes have been transcribed with the use of Dawn Scheller's meeting notes and audio recording and have been respectfully submitted for approval.*

**Date Approved:** \_\_\_\_\_