

Mercersburg Sewer Authority Meeting
Borough Hall, Mercersburg, PA
October 13, 2016
MINUTES

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

Absent: Member John Rose, Solicitor, and Engineer

Guest(s) / Press: None

Chairman Chayes called the meeting to order at 7:00 pm with no Public Comments made at this time.

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

Meeting Minutes from September 8, 2016 were accepted as presented.

There were no items to report from the Solicitor or the Engineer.

Dawn Scheller, Borough Manager, presented her report which included the money due to the Authority of \$124,308.74. Dawn noted that the Water/Sewer Bills were sent on October 10, 2016 with a due date of December 10, 2016. She noted that the Authority would have a ROW Agreement to review and approve in the next month meeting packet. Dawn reviewed that although West Penn Power denied the trail, no changes to the Sewer Authority's portion as proposed would occur. She noted that the trail would loop around and begin and end at the same place. Dawn reminded that the October Personnel Committee Meeting was scheduled for October 24th at 7:00 pm. Dawn Scheller also reviewed that a proposed budget was included in the packet for review and action to be advertised.

Derek Stoy, Assistant Borough Manager, presented his report which included three repairs that were needed on the Sewer Main. He noted that they were discovered when videoing the sewer line. The PWD still had more sewer lines to video and Derek would keep the Authority updated on the progress. He reviewed two items that he would like to purchase using the Joint Equipment Funds, the first was a pole saw, and the second was a little giant like ladder. Finally, Derek Stoy asked for an executive session to be called for possible litigation with action to be taken.

MOTION: to enter into executive session for possible litigation matters with action to be taken at 7:25 pm was made by Jim Malone, second by Jonathan Kittredge, all ayes, motion carried.

Regular session resumed at 7:50 pm with the following action.

MOTION: to approve the office to send correspondence to Herbruck's regarding the future site of 8069 Corner Road, informing Herbruck's that the Sewer Authority is interested in discussing and cooperating with them in providing future sewer services at that location provided the Authority is not burdened with the expense of the project and can enter into a mutually beneficial long-term agreement was made by Jim Malone, second by Jonathan Kittredge, all ayes, motion carried.

MOTION: to approve the purchases of a Stihl HT 101 Pole Pruner for a cost of \$439.00 and a 17' Aluminum Ladder that is adjustable like a Little Giant Ladder for the cost of \$150.00 paid out of the Joint Equipment Fund was made by Jonathan Kittredge, second by Jim Malone, all ayes, motion carried.

MOTION: to approve the account adjustments for the properties of; 1) 14 Locust Drive in the amount of \$60.78, and 2) the property of 116 South Park Ave in the amount of \$222.86 was made by Jim Malone, second by Jonathan Kittredge, all ayes, motion carried.

MOTION: to advertise that the 2017 Proposed Budget with a 0% proposed rate increase is available for review at the Borough Office was made by Jonathan Kittredge, second by Catalin Bonciu, all ayes, motion carried.

MOTION: to refund the Water Authority for ½ of the water meters purchased by the authority that were not reimbursed was made by Catalin Bonciu, second by Jonathan Kittredge, all ayes, motion carried.

The Authority Members reviewed the information listed under the Correspondence.

MOTION: to authorize payment to the First Community Bank of Mercersburg in the amount of \$84.00 to release the UCC lien was made by Jim Malone, second by Catalin Bonciu, all ayes, motion carried.

The Authority Members discussed that the sewer loan has been paid in full, and then discussed the letter received from PA DEP concerning the electronic filing of the DMR submission. Dawn Scheller noted that Paul Sharrow had received a copy of the letter and he would forward confirmation that he has completed the registration process and that he is submitting the DMRs electronically. The Authority was interested in receiving confirmation that this has been completed prior to the deadline.

No other items were brought before the Sewer Authority.

MOTION: to adjourn at 8:05 pm was made by Jim Malone, second by Catalin Bonciu, all ayes, motion carried.

These meeting minutes have been transcribed and respectfully submitted for approval by Dawn Scheller, Borough Manager, with the use of her meeting notes and audio recording.

Date approved: _____