

Mercersburg Water Authority

Borough Hall, Mercersburg, PA

September 10, 2013

MINUTES

Attending: Chairman Ed Twine, Secretary/Treasurer Larry Nair, Ed Meyers, Gregg Davis, Assistant Manager Dawn Scheller, and Engineer Brad Stake

Absent: Borough Manager Tammy Oberholzer

Guests: Jason Frey

Press: None

Chairman Twine called the meeting to order at 7:00 pm and asked for Public Comment.

Jason Frey introduced himself to the Authority and expressed his interest in serving on the Authority as a member. Jason Frey lives in the Borough with his wife and two daughters and works at Martin and Martin Engineering. He believes that someone can't complain if they are not willing to get involved. He saw that the Authority needed an additional member and believes his background and interest would be a benefit to the Authority.

MOTION: to appoint Jason Frey to the Mercersburg Water Authority serving the vacant unexpired term ending December 31, 2016 was made by Ed Meyers, second by Gregg Davis, all ayes, motion carried.

Jason Frey joined the Authority as an active member; he received a meeting packet, and participated for the meeting.

Chairman Twine asked the Authority for a motion to approve the Treasurer's Report.

MOTION: to approve the Treasurer's Report for the month ending August 31, 2013 was made by Larry Nair, second by Gregg Davis, a request for the W. California Expenses was asked for at the next meeting, all ayes, motion carried.

Chairman Twine asked for a motion for the Bills Payable.

MOTION: to approve the Bills Payable was made by Gregg Davis, second by Larry Nair, all ayes, motion carried.

Chairman Twine asked for a motion to approve the Minutes from the 8/12/2013 meeting.

MOTION: to approve the meeting Minutes from the August 12, 2013 meeting was made by Gregg Davis, second by Ed Meyers, all ayes, motion carried.

Chairman Twine asked for the Solicitor's Report. No updates were provided.

Chairman Twine asked for the Engineer's Report.

Brad Stake reviewed information regarding the Mud Well Expansion Project. Brad reviewed that mobilization had occurred and Dennis E. Black Engineering had provided ART with comments for this project. Brad Stake recommended that the Authority approve payment of \$18,900.00 to ART per the payment request submitted dated 8/30/13. The Authority discussed whether ART had moved onsite to begin the project.

MOTION: to authorize payment of \$18,900.00 per the payment request dated 8/30/2013 contingent upon ART moving onto the job site to begin the project was made by Larry Nair, second by Gregg Davis, all ayes, motion carried.

Brad Stake reviewed information regarding the generator for the Mud Well. It was discussed that it would be 100 KW with a manual transfer as requested by the Authority and Paul Sharrow Plant Manager. Brad Stake asked the Authority for a motion to approve putting the generator out for bid with the bid openings to occur at the next Water Authority Meeting in October.

MOTION: to authorize Dennis E. Black, Inc. to prepare and advertise the generator discussed with the bid opening to be completed at the October 8, 2013 Water Authority Meeting was made by Larry Nair, Gregg Davis, all ayes, motion carried.

The Authority asked if there was anything additional from the Engineer.

Chairman Twine asked for the Manager's Report. No updates were provided.

The Authority discussed the Personnel Committee and who would fill the vacancy on the Committee from the Water Authority.

MOTION: to appoint Edward Meyers to represent the Water Authority on the Personnel Committee was made by Larry Nair, second by Gregg Davis, all ayes, motion carried.

Chairman Twine spoke about the Public Works Department not having the tools needed. The examples provided were a hammer drill and an impact wrench. It was reviewed that the PWD has to borrow tools from other sources to complete jobs. It was discussed that there may be a communication barrier between the Office and the Public Works Department. Dawn Scheller stated that she was not aware of a Hammer Drill Request. Dawn Scheller said that she would look into this matter further, and reviewed that there is a joint equipment fund where items can be purchased such as tools provided they can be used for Water, Sewer and Borough Projects.

MOTION: to authorize the Water Authority's portion of the purchase of a Hammer Drill Set for the Public Works Department using the joint equipment fund was made by Ed Meyers, Gregg Davis, all ayes, motion carried.

Chairman Twine asked for the Secretary's Report.

Dawn Scheller reviewed the California Street Water Line Replacement Project was extremely behind. Dawn Scheller reported that outside help was needed to complete the project. Dawn reviewed that she would have more detail on the Streets Project on Thursday after the preconstruction meeting and should have the estimates regarding the cost for the extra help, but that she was directed by Council to get the additional help needed. The following items still need to be completed: 11 Water Connections, and 3 Sewer Line Corrections. All work must be completed before Recon comes in which was estimated to be September 30, 2013. Dawn Scheller reviewed that she would keep the Authority updated on the progress and financial information for the W. California project as earlier requested. Dawn reported on the Water Leak on Locust Street, which was the property owner's responsibility to get fixed, and funds due to the Authority.

Chairman Twine asked for any Old/ New Business. No Business was brought before the Authority.

Chairman Twine reviewed that the PWD Report was included in the packets for review and the upcoming calendar meeting dates.

MOTION: to adjourn at 7:45 pm was made by Larry Nair, second by Edward Meyers, all ayes, motion carried.

These meeting minutes were transcribed by Dawn L. Scheller, Assistant Borough Manager, using her meeting notes and have been respectfully to the Authority for approval.

Date Approved: _____ Motion Made By: _____ Second By: _____