

**Mercersburg Sewer Authority
Borough Hall, Mercersburg PA
July 8, 2021
MINUTES**

Attending: Chairman Dan Chayes, Jim Malone, Gene Headley, Lena Eckstine, Plant Operator Jon Piper, Borough Manager Derek Stoy, Secretary/Treasurer Stacey Golden

Absent: None

Guest(s) / Press: None

Chairman Dan Chayes called the meeting to order at 7:00 PM and welcomed new authority member Lena Eckstine.

No public comments.

MOTION: To approve the Treasurer's Report & Bills Payable for months ending July 31, 2021 was made by Jim Malone, second by Gene Headley. All ayes, motion carried.

The Authority accepted the June 10, 2021 minutes as written.

Authority moved into the Borough Manager's Report.

Borough Manager Derek Stoy reported that a meeting was held at Borough Hall with himself, Chairman Chayes, Jon Piper and Lance Hoover in reference to the plant needs assessment. A recommendation was made to move forward with an RFP to acquire engineering service for design and permitting of plant renovations. Stoy also included a proposal from Lance Hoover to perform manhole inspections in regards to infiltration issues on the collection system. Stoy added that additional flow meters would need purchased to be installed in the manholes to acquire flow date, pricing has not been received yet on the meters. Manager Stoy said once tests results are received on the sludge, the reed bed #2 excavation project can begin. Stoy went over the new Act 65 which takes place August 30, 2021. Act 65 amends Section 709 of the Sunshine Act. The new act requires posting agendas to it's website, the location of the meeting no later than 24 hours prior to the meeting and copies of the agenda must be available to those attending the meeting. In addition Act 65 states that:

"if an agency does not include a matter of agency business in the posted agenda the agency may not take official action on the matter at the meeting. The exceptions to this general rule are: Agencies may take official action on matters relating to real or potential emergencies involving a clear and present danger to life or property. Agencies may take official action if the matter was de minimis in nature, does not involve the expenditure of funds or entering into a contract or agreement, and notice was not possible-i.e., the item of business arose within 24-hour period prior to the meeting, or business brought up by a resident or taxpayer at an agency meeting. If a matter is brought up at an agency meeting that not de minimis in nature or involves entering into a contract or agreement, the agency may only refer the matter to staff for research on whether to include it on the agenda for a future meeting. In addition, an agency may add a matter of agency business to the agenda through a majority vote of those present and voting during the conduct of a meeting. The reasons of the change shall be announced at the meeting before the vote is conducted. Once added, the agency may take official action on the matter. The amended agenda shall be posted on the agency's website and at its principal office location no later that

the first business day following the meeting. Additionally, if action is taken the meeting minutes shall state the substance of the matter added, the vote, and the reason for addition.”

Stoy reported that current pick-up, 2006 Ford F 350, will not pass inspection next year without “significant work due to rust”. Stoy commented that this truck is used more than any of the other trucks and needs to be replaced. Stoy said he is obtaining pricing for the replacement and also to purchase a new plow and salt spreader box for it. The new truck will be purchased with Joint Equipment funds and won’t be ready until next year. Stoy made note that the truck will do alleys. Manager Stoy moved on in his report to update the authority on the progress of online billing, letters will be sent out to customers after bills go out. The letters will detail how to pay bills online and how to sign up for e-billing as well.

Authority moved into the Plant Manager’s Report.

Plant Manager Jon Piper reported that there was a DO violation, Piper said the violation occurred on a day that UV bulbs were being cleaned and flushed and the aeration supply was stopped during a decant cycle. Piper noted that the SBR’s are at the best operational standpoint status since he has been here. Piper continued in his report to state that a rather large hole developed in SBR #1 and was above any waste levels in the tank, Piper noted that there were no health or safety risks and the hole was repaired. Valving repairs were made at the reed beds by borough staff which now allows for single bed/isolated disposal of waste. No after hour alarm calls during the reporting month. Operator Piper concluded his report saying he has seen “much improvement” with the plant and it’s daily operations and acknowledged Engineer Lance Hoover and Public Works employee Donald Keefer for guidance and help in regaining healthy plant operation.

No Old Business.

Chairman Chayes gave an update on tree planting saying the trees are available but will not be planted until fall. The trees provide isolation for the reed beds and smell from the beds. Borough Manager Stoy added that the forester recommended not planting just one species of tree due to disease. Stoy is going to ask recommendation from the forester of which species to plant.

Authority moved into New Business.

The authority discussed plant renovations, creating a RFP for engineering firms to do a study. DEP will extend existing permit if in the process. Chairman Chayes stated that the old plant will continue to exist. The timeline is to put out the RFP, get proposals by Christmas time, hire engineer firm and award a contract. Chairman Chayes said he is hoping to get grant funds to assist with the restoration project. The authority also discussed the infiltration system and the need to do a manhole assessment. Engineer Lance Hoover will train Donald Keefer and the Public Works Department to do manhole inspections.

MOTION: To allow Borough Manager Derek Stoy to move forward with an RFP for engineer services for design and permitting of the plant restoration project was made by Jim Malone, second by Gene Headley. All ayes, motion carried.

MOTION: To approve the updated High Tide Environmental, LLC proposal/consulting fees with Engineer Lance Hoover was made by Jim Malone, second by Gene Headley. All ayes, motion carried.

MOTION: To approve Lance Hoover to do a detailed manhole assessment in the amount of \$4850 was made by Jim Malone, second by Gene Headley. All ayes, motion carried.

MOTION: To approve the purchase of four flow meters from Exeter Supply Co, Inc. in the amount of \$5,872 was made by Gene Headley, second by Lena Eckstine. All ayes, motion carried.

MOTION: To approve sewer credits for 10 Steiger Avenue (\$31.29), 115 Loudon Rd. (\$156.45), and 15 North Main Street (\$1,001.28) was made by Jim Malone, second by Gene Headley. All ayes, motion carried.

MOTION: To adjourn at 7:50PM was made by Gene Headley, second by Jim Malone. All ayes, motion carried.

These meeting minutes have been transcribed and respectfully submitted for approval by Stacey Golden with the use of her meeting notes and audio recording.

Date approved: _____