

**Mercersburg Water Authority
Borough Hall, Mercersburg PA
March 16, 2023
MINUTES**

Attending: Chairman Ed Twine, Vice-Chair Jason Frey, Jacob Morgan, Borough Manager Melissa Price, and Public Works Employee Donnie Keefer

Absent: Dr. Michael Pedersen

Guest(s)/Press: Dawn Scheller, Ryan Smith, Elissa Nye, Joe Creighton,

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

Mr. Smith spoke about the Buchanan State Forest property (aka the Water Plant facility) and requested that the Authority Members consider allowing the public to access and walk along the property. He noted that he would love to see a trail through that property. He thought that local history buffs would enjoy walking the old wagon trail that travels to Route 30. Mr. Smith reviewed that at one time the Authority did allow the public to access the property provided they completed the Authorization and Liability Waiver Form. He spoke in favor of supporting the various parks and recreation efforts in the Borough and requested that they reconsider their current policy.

No other public comments were made at this time.

MOTION: to enter into Executive Session at 7:03 for Personnel Matters with Dawn Scheller to remain with possible action to be taken was made by Jacob Morgan, second by Jason Frey, all ayes, motion carried.

The meeting resumed at 7:12 pm with no action to be taken from Executive Session.

MOTION: to accept the Treasurer's Report for the month ending February 28, 2023, was made by Jason Frey, second by Jacob Morgan, they asked Melissa Price to investigate how to separate the Legal Invoices from the GMS invoices, Melissa Price noted that she would work with Tessa Holtry and Sam Wisner to accomplish this for next month's meeting, all ayes, motion carried.

MOTION: to approve the and Bills Payable for the month ending February 28, 2023, was made by Jacob Morgan, second by Jason Frey, they discussed reviewing the previous electric bills paid, Member Jacob Morgan would prepare a usage cost comparison of the electric bills for the Authority to view at an upcoming meeting, all ayes, motion carried.

MOTION: to approve the February 16, 2023, Meeting Minutes was made by Jason Frey, seconded by Jacob Morgan, Jacob Morgan requested additional detail to be included in future meeting minutes, all ayes, motion carried.

MOTION: to approve the January 19, 2023, revised Minutes was made by Jason Frey, second by Jacob Morgan, all ayes, motion carried.

Nothing to report from the Solicitor's Office.

The Authority reviewed the email received from Lance Hoover regarding the various project updates from the Engineer. Chairman Twine noted that Lance Hoover would be present at the next Water Authority Meeting to review the projects in detail. Chairman Twine noted that Lance requested that the Authority approve moving the PRV project forward, that everything seems to be in line. This item will happen later in the meeting.

PLANT MANAGER'S REPORT:

Donnie Keefer provided a report to the Authority. He reviewed that at the end of last week one of the effluent valves failed. Donnie had concerns as he did not believe that they could operate the plant with being down one filter, his concern was if they would be able to keep up with demand. After speaking with Ed Twine and Lance Hoover, Donnie called PSI to see if they would be able to make the necessary repairs. Donnie Keefer reviewed that he is obtaining price quotes for the necessary replacement items, however, it would be approximately two-weeks before getting the parts. Mr. Keefer noted that they were able to make temporary repairs, but it is imperative that the new valve and actuator arrive.

Donnie Keefer also requested that the Authority approve the price quote for the recycle pump, that quote was just above \$8600.00. He noted that the price included the pump and time/materials needed to replace the pump.

Donnie Keefer noted that the Authority has still not ordered a backup chemical pump. He reported that he checked the pressure a of the main line to verify the size that would be needed and noted that the size would be to pump 10 to 11 lbs. of pressure. Donnie believes that the Authority had previously been purchasing larger pumps than what was actually needed.

Donnie Keefer showed an example of a newer type of water meter provided by LB Water. He reviewed that the cost is \$70.00 less expensive to replace than the older version and has more features that would be useful. Chairman Twine requested that Donnie Keefer provide the authority with the additional cost of the readers that would be needed for the newer type of meters to the next Authority Meeting before they would consider this further.

MOTION: to authorize the estimate from PSI to complete the purchase of the replacement Recycle Pump at the Water Plant in the amount of \$8,600.00 was made by Jason Frey, second by Jacob Morgan, all ayes, motion carried.

BOROUGH MANAGER'S REPORT:

Melissa Price reminded Ed Twine and Jason Frey to electronically sign the PA Small Water Grant. They confirmed that they would make it a point to complete the task.

OLD BUSINESS:

The Water Authority's Knollwood Agreement to sell the solar credits had lapsed in 2021. A new agreement has been submitted to the Authority for review and approval at tonight's meeting. Jacob Morgan researched various options and is comfortable with what the presented agreement states. Jacob noted it to be agreeable and a basic contract. He reviewed that this contract can be either renewed automatically or can be discussed each year depending on the Authority's wishes and would only need to be updated if they ever added additional panels. Member Morgan noted that readings were supposed to be entered by the Borough. It was noted that Manager Price had already signed the contract with Knollwood prior to the Authority Meeting, which is why the Authority received the \$1200 payment for the solar credits.

Chairman Twine noted that they have two individuals interested in serving on the Authority Board. He noted at times they have not had anyone interested in serving on board. Chairman Twine asked the guests if they wished to wait until they had all members present before making this decision as Dr. Pedersen had another meeting to attend and was not present at this meeting. Joe Creighton stated that there was no time like the present. Jason Frey noted that he felt that both individuals were qualified, competent, and he thinks that with all of the technical projects the Authority has he would have to vote for Joe. Jason noted that all the Water Authority Positions have terms, and the Council could appoint the other individual at a later date in the future. Chairman Twine asked for Jacob's vote. Jacob Morgan said that his vote would be for Elissa Nye as he feels that they have enough technical perspectives already and could use other perspectives in the room. Chairman Twine voted for Joe Creighton because of his background in building plants as the Authority is about to begin building two plants. Chairman Twine noted that he believes Elissa Nye is a great person and should continue to come to the meetings and should the position open up, they would be more than glad to have her. Vice-Chair Frey noted other available positions open on some of the other boards. Chairman Twine thanked her for her interest. Elissa noted that she would continue to attend the meetings and that she would be in contact with Melissa Price in the future.

NEW BUSINESS:

MOTION: to authorize Lance Hoover, to move forward with the PRV Project by preparing the following items; 1) To prepare a construction drawing for the PRV installation, 2) To develop technical specifications for the project, 3) To develop/prepare contract documents, 4) To manage the bidding/award process, and 5) To oversee project construction, the proposed has a cost estimate of items (1-4) to be approximately \$3,500.00 and item (5) to be billed on an hourly basis at the current billing rate was made by Jason Frey, second by Jacob Morgan, all ayes, motion carried.

MOTION: to authorize Salzmann Hughes to review contract documents and provide other document review support as needed for this project was made by Jason Frey, all ayes, motion carried.

MOTION: to authorize the Chairman and Vice-Chairman to execute the Middletown Valley Bank Check Signing Resolution # 03-01-2023 authorizing Edward Twine, Jason Frey, Dr. Pedersen, and Jacob Morgan to be check signers on the account and Melissa Price to be able to obtain information only (not to sign checks) was made by Jacob Morgan, second by Jason Frey, all ayes, motion carried.

Melissa Price made a friendly reminder announcement that anyone who hasn't yet turned in their Statement of Interests forms to please do so.

No other business was brought before the Authority.

MOTION: to adjourn at 8:30 pm was made by Jacob Morgan, second by Jason Frey, all ayes, motion carried.

These meeting minutes were transcribed by Borough Manager Melissa Price with the use of her meeting notes and audio recording.

Date Approved: 11-20-23 Motion: Jacob Morgan Second: Jason Frey

