

Mercersburg Sewer Authority

Borough Hall, Mercersburg, PA

June 13, 2013

MINUTES

Attending: Chairman William Gaunt, Vice-Chairman Dan Chayes, Secretary-Treasurer Doug Hoffman, Catalin Bonciu, Borough Manager Tammy Oberholzer, and Assistant Borough Manager Dawn Scheller

Absent: Jim Malone, Engineer Lance Kegerreis, and Solicitor Sam Wisner

Guests/Press: None

Meeting was called to order at 7:00 pm

Chairman Gaunt moved to the Treasurer's Report and Bills Payable since no guests were present.

MOTION: to approve the Treasurer's Report for May 2013 and the Bills Payable/Invoice List for May 2013 was made by Doug Hoffman, second by Dan Chayes, all ayes, and motion carried.

Chairman Gaunt asked if any corrections were required on the May 9, 2013 Meeting Minutes. No corrections were required.

May 9, 2013 Meeting Minutes were accepted as presented.

Chairman Gaunt asked if there was anything from the Solicitor.

Tammy Oberholzer reported there was nothing from Sam.

Chairman Gaunt asked if there was anything from the Engineer.

Tammy Oberholzer reported that the Park Street Project was scheduled to begin on June 11, 2013 and the equipment was brought for the job. Tammy Oberholzer also reported that the plans for the Buchanan Drive project were given to Don Shaffer to review and work on when the schedule permits.

Chairman Gaunt asked for the Manager's Report.

Tammy Oberholzer reviewed the annual preventative generator maintenance contract with Cleveland Brothers needed to be approved. Tammy informed the Authority of the \$66 increase from last year. The Authority Members discussed the increase and it was determined the amount was already built into the budget under Treatment Plant Maintenance.

Vice-Chairman Dan Chayes asked for the information regarding the generators/fuel reserve info and if an emergency plan has been drafted. Tammy Oberholzer reviewed that she had discussed it with Paul and would bring back the information.

Tammy Oberholzer reviewed the Sewer Service Request listed under New Business for approval. Tammy reviewed that the information was sent to Peters Township for review and approval. The Authority discussed the request.

MOTION: to approve the Sewer Service Application dated 5/31/2013 contingent upon Peters Township Approval was made by Dan Chayes, second by Doug Hoffman, all ayes, motion carried.

Tammy Oberholzer provided the Authority with the Billing Information.

Chairman Gaunt asked for the Secretary's Report.

Dawn Scheller provided the Authority with the information about the Planned Streets Project that Borough Council is undertaking. She reviewed that she will continue to include the Streets Committee Meeting information in the packets for reference material. Dawn provided the Authority with information about a sewer clog on Loudon Rd and reported that the problem was fixed.

Chairman Gaunt moved to the New Business.

Tammy Oberholzer reviewed that the Post-Issuance Compliance Policies is a standard form required by the IRS to remain compliant for the loan transaction that recently occurred.

MOTION: to approve the Chairman to sign the Post-Issuance Compliance Policies was made by Dan Chayes, second by Doug Hoffman, all ayes, motion carried.

Chairman Gaunt reviewed the items listed under correspondence.

MOTION: to adjourn at 7:26 pm was made by Doug Hoffman, second by Dan Chayes, all ayes, motion carried.

These meeting minutes were transcribed and submitted for approval by Dawn Scheller using her meeting notes.

Date Approved: _____