

**Mercersburg Sewer Authority
Borough Hall, Mercersburg, PA
November 14, 2013
MINUTES**

Attending: Chairman William Gaunt, Vice-Chairman Dan Chayes, Doug Hoffman, Jim Malone, Catalin Bonciu, Borough Manager Tammy Oberholzer, Assistant Borough Manager Dawn Scheller, and Engineer Lance Kegerreis

Absent: Solicitor

Guest: Jon Kittredge, Mercersburg PA

Meeting was called to order at 7:00 pm.

Chairman Gaunt asked for Public Comment, no public comment was made.

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

MOTION: to approve the Treasurer's Report for the month ending October 31, 2013 and the Bills Payable/Invoice List for the month ending October 2013 was made by Doug Hoffman, second by Catalin Bonciu, all ayes, motion carried.

The Authority Members spoke about the budget proposed for advertisement. The Authority Members reviewed the previous history from 2008-current year. After discussion the following motion was made.

MOTION: to approve the advertisement of the proposed 2014 Budget was made by Dan Chayes, second by Jim Malone, all ayes, motion carried.

Chairman Gaunt asked if there were any corrections needed for the October 10, 2013 Meeting Minutes, none were discussed. October 10, 2013 Meeting Minutes were accepted as presented.

Chairman Gaunt asked if there was anything from the Solicitor, no items were discussed.

Chairman Gaunt asked if there was anything from the Engineer.

Lance Kegerreis provided the Authority of Sewer items which need to be completed on Buchanan Drive. Lance and Tammy reviewed that the right-of-ways were written and had been executed to allow the proposed work. Lance provided drawings of the work discussed and suggested that the Authority allow for additional labor assistance. It was reviewed that A&S Excavating would be available to assist the Public Works Staff with this project. Lance Kegerreis reviewed that the shallowest pipe failed on Buchanan Drive and the remaining of the pipe is still working. After discussion the Authority Members suggested that an additional clean out be added at the Wolf and Martin properties but before the laterals. All agreed that this would be done.

Dan Chayes had questions about the pumping stations and asked if there is a set of standards which would prohibit a builder from building something that could cause issues if and when the Authority inherits the system. Lance reviewed that this is something that the Borough could reevaluate. Lance and Tammy reviewed the process that occurs when someone proposes a development plan. Lance Kegerreis reviewed the items to be completed on Cotton's property. After review of previous motions made it was noted that the Buchanan Drive Sewer fix had already been approved, no additional motions were needed.

Chairman Gaunt asked for the Manager's Report.

Tammy Oberholzer reviewed that Paul Sharrow had provided the Authority with a report from the most recent rain fall. She reviewed the money due to the Authority.

Chairman Gaunt asked for the Secretary Report.

Dawn Scheller reviewed that the Hammer Drill was received. She also reviewed that she included a copy of the 2014 Meeting Calendar and would advertise the meetings in December.

Chairman Gaunt reviewed the Correspondence and the Calendar.

Chairman Gaunt asked if there were any additional items to discuss.

Tammy Oberholzer reviewed that it was discussed an On-Call Traffic Control person would be helpful in the event of Water or Sewer Emergencies to assist the PWD. The Authorities were in favor of this position. Hourly wages were discussed and it was suggested a rate of \$9.50 would be appropriate. No other business was discussed.

MOTION to adjourn was made at 7:55 pm by Doug Hoffman, second by Dan Chayes, all ayes, motion carried.

These meeting notes were transcribed by Dawn Scheller, Assistant Borough Manager, and have been respectfully submitted for approval.

Date approved: _____