

**Mercersburg Sewer Authority
Borough Hall, Mercersburg, PA
March 13, 2014
MINUTES**

Attending: Chairman Dan Chayes, William Gaunt, Jim Malone, Catalin Bonciu, Borough Manager Tammy Oberholzer, and Solicitor Jason Kelso

Absent: Vice-Chairman Doug Hoffman Engineer Lance Kegerreis, Assistant Borough Manager Dawn Scheller

Press: None

Guests: Tom Suddeth, Council President, North Main Street Mercersburg

Meeting was called to order at 7:00 pm. Chairman Chayes welcomed the guest present and opened the floor for public comment.

There were no public comments.

Chairman Chayes asked for a motion to approve Treasurers Report month ending February 28, 2014

MOTION: to approve the Treasurer's Report month end February 28, 2014 and Bills Payable was made by Bill Gaunt and seconded by Cat Bonciu, all ayes, motion carried.

Chairman Chayes asked if there were any corrections or changes needed for the February 13, 2014 Minutes. No Comments or Corrections were announced. Meeting minutes were accepted as presented.

Chairman Chayes asked if the Solicitor had any business to discuss. Mr. Kelso stated his business was for executive session.

Chairman Chayes asked the Manager if there was anything to report from the Engineer. Manager Tammy Oberholzer reported there was nothing from the Engineer for the meeting.

Chairman Chayes asked for the Manager's Report.

Tammy Oberholzer reviewed her report. She reported that Paul Sharrow Waste Water Treatment Plant Manager Paul Sharrow recommended to hold off on the purchase of a refrigerated sampler and to have that purchase included in the 2015 Budget. Manager Oberholzer reported to the Authority that a new Backhoe needed purchased due to the declining condition of the current backhoe which is twenty (20) plus years old and has been used hard. She reported that this purchase would come from the Joint Equipment Fund and that the Water Authority was on board for the purchase of a new backhoe. The Manager will take this to the next Borough Council meeting. Tammy Oberholzer has also requested assistance from the General Purpose Authority for the backhoe purchase. The General Purpose Authority has committed to contribute \$ 12,000.00 to the purchase with the request that the Manager come back to them when purchase price has been confirmed. The Manager reported the General Purpose Authority arrived at the number as that is the normal annual Borough contribution to the Joint Equipment Fund, however, this year no funds were directed to Joint Equipment Fund in the 2014 budget due to redirecting funds to help make the payment on the one million dollar (\$1,000,000.00) loan for street reconstruction. The Manager has secured some proposals for backhoes and once they have all come in and reviewed, she will bring back to the Sewer Authority. She did report that the John Deere, so far was the best proposal due to cost and availability for local service. Chairman Chayes reported that the Manager should investigate the low interest rate option for financing and to look into what would happen with the old backhoe, if we would keep or would try to sell. The Manager said she would look into both of these items and

report back. The Manager reported to the Authority that she had requested proposals for street patching for the calendar year 2014. She requested from P & W Excavation, Ganoe Paving and Robert McCullough Excavating. She received only two (2) proposals back. Ganoe Paving at \$5.50 a square foot, which includes demo & removal of existing asphalt, saw cutting, seal joints, and traffic control and from Robert McCullough Excavating at \$9.98 a square foot for areas of 100 square feet and under and \$8.50 per square foot for areas of 101 square feet and above.

MOTION: to accept Ganoe Paving's proposal of \$5.50 per square foot for street patches needed from sewer work for the calendar year 2014 was made by Bill Gaunt and seconded by Cat Bonciu, all ayes, motion carried.

The Manager brought up another subject for discussion and possible action to the Authority members. She explained that previous Borough Councils had instructed Office Staff to send flowers or gift basket to employees that were ill or had surgery, or a death in the family. This Borough Council has instructed staff to no longer do this. In the past staff had included the Water and Sewer Authority names on the cards, however, the bill was paid by the Council at their instruction. At the Water Authority meeting they voted to send flowers to employees on these occasions, or to pay their portion if the Sewer Authority chose to do the same. Following a discussion the following motion was made.

MOTION: to send flowers to employees the same as Water Authority in the event of illness/surgery or death in the family was made by Jim Malone and seconded by Bill Gaunt, all ayes, motion carried.

The Manager thanked the Authority for their consideration.

Chairman Chayes asked for the Assistant Manager's Report.

In Dawn Scheller's absence the Manager presented the Assistant Manager's report. Tammy Oberholzer reported that the Borough Council president has announced the committees of Council and has decided to remove the Sewer Authority and Water Authority member representation from the Personnel Committee. When asked why, Council President indicated it was because he didn't feel Water and Sewer Authority should be present for Police Department Personnel issues and discussion. The Manager expressed her concerns with this as did the Assistant Manager and explained to Council President Suddeth, that the Authorities pay portions of salaries and therefore should be present at the Personnel Committee meetings. Mr. Suddeth said well then we can invite them to the meetings. I feel Sewer and Water needs representation at these meetings and should be asked to not attend if the agenda is all Police Business, if not, then other business first, then Water and Sewer reps may leave then committee may take up Police Business discussions.

As Council President was present at the meeting, Chairman Chayes initiated a conversation with him. Mr. Suddeth said only reason to remove was that years ago he had put water and sewer on the committee to help with hiring employees, he said that is no longer needed and they did not need to be present for Police discussions. The consensus was why Sewer and Water can't be a part of the committee and asked not to attend those meetings in which police business was being discussed. The Manager asked Mr. Suddeth, "wouldn't that work?" His answer was "it might", "but I want it this way, we will try it and see if it works". Jim Malone stated he was the personnel representative and he felt he should remain on the committee but had no problem not being present for Police Department discussions. Mr. Malone felt it important for the employees that served the Sewer Authority for a member from Sewer Authority to be on the Personnel Committee. Borough Manager felt strongly to have Sewer and Water representation on the personnel committee to protect her employees. Cat Bonciu felt it was no problem to not have a member of Sewer Authority on the personnel committee. Chairman Chayes asked the Manager what was the feeling or consensus of the Water Authority on being removed from the Personnel Committee. Manager Tammy Oberholzer stated the water Authority was very unhappy and non-supportive of the decision for all of the same reasons being stated by the Sewer Authority and in fact had asked the Manager and Assistant Manager to pass onto the Council President that his presence was required at the next Water Authority meeting so the board could have a conversation with Mr. Suddeth regarding his decision. Mr. Suddeth stated it would be up to the Personnel Committee Chair to invite the Sewer and or Water Authority to be present at a committee meeting. Chairman Dan Chayes stated perhaps we should table this discussion

until we have a full member present as he felt it important to see what Doug Hoffman's thoughts were as well. Chairman Chayes asked Mr. Suddeth "for 10-12 years the Authorities were represented on Personnel Committee and it worked, but now it won't?" Mr. Suddeth indicated that this is what he wanted to do as far as the Personnel Committee.

Solicitor Jason Kelso commented that per Borough Code it was up to the Council President to appoint committees.

MOTION: to table this conversation on the personnel committee until next meeting when there is a full board present was made by Jim Malone and seconded by Bill Gaunt, all ayes, motion carried

Chairman Chayes moved on to the Old and New Business.

Under new business the request for adjustment on the sewer portion of a billing was tabled as more information was needed. The request simply stated a leak in the women's bathroom. Was it in the toilet or a broken pipe? The Board also asked the Manager to ascertain this information as well as inform the applicant that an invoice from repair was required.

MOTION: to go into Executive Session at 8:05 pm to discuss a matter of potential litigation with no action to be taken was made by Jim Malone and seconded by Cat Bonciu, all ayes, motion carried.

Regular session resumed at 8:40 pm.

MOTION: to adjourn at 8:41 pm was made by Jim Malone, second by Cat Bonciu, all ayes, motion carried.

These meeting minutes were transcribed and submitted for approval by Manager Tammy M. Oberholzer with the use of her meeting notes.

Date Approved: _____