

**Mercersburg Sewer Authority  
Borough Hall, Mercersburg, PA  
May 20, 2015  
MINUTES**

**Attending:** Chairman Dan Chayes, Vice-Chairman/Treasurer Jim Malone, John Rose, Catalin Bonciu, Jonathan (Jon) Kittredge, Borough Manager Dawn Scheller, Assistant Borough Manager Derek Stoy, and Solicitor Steve Coccorese

**Absent:** Engineer and Plant Manager

**Guests / Press:** Chris Martin, 5939 Buchanan Drive

Meeting was called to order at 7:00 pm and Chairman Chayes welcomed Mr. Martin and opened the floor for Public Comments.

Mr. Chris Martin described a sewer backup issue at his property in his basement. Chris provided the Authority with a details that he had contact a plumber (friend of his) to assist with the initial assessment. He reported that they did run a snake down the drain to try to open the line, but ultimately contact the PWD to come out and look at the line. It was reviewed that the incident was reported to both his and the Sewer Authority's insurance company, however both companies denied the claim. The Assistant Borough Manager informed the Authority Members regarding the steps the Authority Employees took. He provided a copy of an invoice that he received for clean-up efforts at his property. After discussion with the Authority Members he asked the Authority for consideration to pay the invoice presented.

Chairman Chayes apologized for the inconvenience and reviewed that the Authority Members would need to discuss this matter in executive session, but thanked Mr. Martin for taking the time to bring it to their attention.

**MOTION: to enter into executive session at 7:18 p.m. for potential litigation matters with possible action to be taken was made by Catalin Bonciu, second by Jim Malone, all ayes, motion carried.**

Regular session resumed at 7:52 p.m.

**MOTION: to authorize the Solicitor to draft a response to Mr. Chris Martin was made by Catalin Bonciu, second by Jonathan Kittredge, all ayes, motion carried.**

Assistant Manager Derek Stoy presented cost information for estimated Sewer Line Repair work, with assistance from a local contractor who has a track hoe needed for the project estimated at \$3600, plus material, and PWD Labor already budgeted for he estimated it at \$11,000. Derek reported that he would need some additional items from the Engineer and would find out when the additional equipment and operator would be available. Derek estimated that the project would be scheduled and completed in August. Steve Coccorese reviewed that easement agreements would be required for the properties, and Derek stated once they were able to review the condition of the remainder of the line, he would report any unforeseen challenges to the Authority.

**MOTION: to approve the Assistant Borough Manager to proceed forward with the Sewer Line repairs on Buchanan Drive as presented, for four homes (main/lateral work), with the necessary easement agreements prepared by the Solicitor and signed by the property owners, was made by Catalin Bonciu, second by Jonathan, all ayes, motion carried.**

Jonathan Kittredge reviewed a concern that he had with the Chairman rescheduling the meeting from May 14, 2015 until May 20, 2015. The Authority discussed that if a majority was able to meet, there was no need to advertise the meeting and spend the extra money. The Authority Members agreed that a policy would be set that if a quorum is able to attend a meeting that a meeting did not need to be rescheduled.

Another item of concern regarding the most recent Property Committee Meeting. It was reviewed that two of its members are also on the Sewer Authority. Jonathan Kittredge asked if any of the Authority Members were against Jon and Catalin representing the Sewer Authority. It was noted that the Committee is a recommending body only and any items requiring action would be brought to the Authority for a vote. It was discussed that if another member of the Sewer Authority wished to attend they could do so as a Public Guest, but Steve reminded the Authority Members that they could not make any decisions at the meeting as the Committee Meetings were not advertised as Sewer Authority Meetings.

A discussion occurred regarding the Authority's regular business solicitor and the remark made at the Property Committee about the Authority having different Council. A discussion occurred, after which Steve provided a recommendation that items requiring Legal Opinion should be decided by the Authority, and that one individual should not be obtaining legal advice without the approval of the Authority.

The Authority Members began discussing other equipment items needed for the Sewer Line repairs. Derek Stoy provided detail on an item also listed on the Assistant Manger's Report that included estimates for the camera repairs. The Authority was reminded that it is recorded on VHS tapes and there is no indication of depth on the equipment. After the discussion of whether to repair the camera for a cost of \$1924.26 that was outdated or to purchase a new one, the following motion was made.

**MOTION: to authorize the Chairman to approve a purchase of a Sewer Line Camera with a not to exceed cost of \$9500.00 was made by John Rose, second by Catalin Bonciu, all ayes, motion carried.**

Chairman Chayes guided the Authority Members to follow the order of items listed on the Agenda. Jim Malone exited the meeting.

**MOTION: to accept the April 2014 Treasurer's Report and Bills Payable/Invoice List was made by Catalin Bonciu, second by Jonathan Kittredge, all ayes, motion carried.**

Meeting Minutes from April 9, 2015 were accepted as presented.

Nothing additional was presented from the Solicitor and there was nothing to report from the Engineer.

Dawn Scheller presented her Manager's Report that included information about the Sewer Repairs completed on Park Ave. Dawn reported that the Authority had approved a not to exceed price of \$3480 and the repair was a total of \$2772.56. She informed the Authority that the Insurance Company is in the process of reviewing the handout for when sewer leaks occur. Dawn would forward any recommendations received as soon as she gets them. Dawn provided and reviewed the Sewer Sales information, the upcoming meetings, and the outstanding items of the Generator Agreement, and the Sewer Line Inspection Information.

Derek Stoy reviewed the remaining items on the Assistant Mangers report. He reviewed that West Penn Power has been estimating readings due to not being able to access the meter. The Authority discussed the matter of allowing them to have a key, Derek reviewed that Water made a motion authorizing them to have a key. Derek also provided truck information for the purchase of a new PWD Vehicle. After discussion the following motions were made.

**MOTION: to authorize West Penn Power to have a key to the gate allowing them access to the electric meter was made by Jonathan Kittredge, second by Catalin Bonciu, all ayes, motion carried.**

**MOTION: to approve the purchase of the 2WD PWD Vehicle as presented by Derek with the use of the funds in the Joint Equipment Fund was made by Jonathan Kittredge, second by John Rose, Catalin Bonciu opposed, remaining ayes, motion carried.**

**MOTION: to authorize the Chairman to sign the letter to Cleveland Brothers canceling the Agreement was made by Jonathan Kittredge, second by John Rose, all ayes, motion carried.**

**MOTION: to authorize the Ward's Farm Repair to complete annual maintenance on the three Sewer Generators as presented was made by John Rose, second by Catalin Bonciu, all ayes, motion carried.**

The Authority Members tabled the discussion on the Ordinance allowing for more time to review.

**MOTION: to approve the Account Credit to Seiders, 208 North Main Street for the amount of \$396.81 due to the reported water leak was made by Jonathan Kittredge, second by John Rose, all ayes, motion carried.**

Chairman Chayes reviewed the items listed under correspondence.

**MOTION: to enter into executive session at 8:42 pm for potential litigation matters with possible action to be taken was made by John Rose, second by Jonathan Kittredge, all ayes, motion carried.**

Regular session resumed at 8:55 pm.

**MOTION: to authorize the Solicitor to draft a letter to 19 South Fayette Street regarding current sewer connection was made by Jonathan Kittredge, second by John Rose, Catalin Bonciu opposed, remaining ayes, motion carried.**

**MOTION: to adjourn at 9:00 pm was made by Catalin Bonciu, second by Jonathan Kittredge, all ayes, motion carried.**

*These meeting Minutes have been transcribed and respectfully submitted for approval by Dawn Scheller with the use of her meeting notes.*

Date Approved: \_\_\_\_\_