Mercersburg Water Authority
Borough Hall, Mercersburg, PA
July 14, 2015
MINUTES

Attending: Chairman Ed Twine, Vice-Chair Jason Frey, Secretary/Treasurer Larry Nair, Gregg Davis, Ed Meyers, Borough Manager Dawn Scheller, and Assistant Borough Manager Derek Stoy

Absent: Engineer, Solicitor, Plant Manager

Guests/Press: None

Meeting was called to order at 7:00 pm

Chairman Twine asked for Public Comment, there was none at this time.

MOTION: to approve the Treasurer's Report for the month ending June 30, 2015 was made by Gregg Davis, second by Larry Nair, all ayes, motion carried.

MOTION: to approve the Bills Payable / Invoices to be paid for the month ending June 30, 2015 was made by Gregg Davis, second by Ed Meyers, all ayes, motion carried.

The Authority Members noted the additional reports provided in the packet and appreciated the additional information along with the electric bill information.

MOTION: to approve the June 9, 2015 Meeting Minutes as presented was made by Jason Frey, second by Larry Nair, all ayes, motion carried.

There was no information from the Solicitor, Engineer, or Plant Manager. The Authority did ask for a copy of the report showing how many gallons was made vs. what was sold. Dawn Scheller reviewed that she would include that report in the next packet.

Chairman Twine asked for the Manager's Report.

Dawn Scheller reported on the detail for the shut off accounts, along with the quarterly billing information. Dawn reported an issue discovered and verified with LB Waters. Dawn Scheller reported that a meter in the system was registering 100's and 1000's gallons. This caused one customer to be overcharged. Dawn Scheller provided billing information along with the request to refund the customer $729.12 for the overages billed/paid and requested the funds be paid to the property manager.

MOTION: to authorize the refund of $729.12 to the property manager of 7 Oregon Street was made by Gregg Davis, second by Larry Nair, all ayes, motion carried.

Dawn Scheller also informed the Authority that they have another meter in the system for gardening/outside purposes. She reported that this is a new meter and the property owner will be charged for water only since this does not enter the sewer system.

MOTION: to acknowledge that there is another garden/outside purpose meter in the system was made by Gregg Davis, second by Larry Nair, all ayes, motion carried.

Dawn Scheller reviewed that she hadn't completed the Personnel Committee notes from the July 13, 2015 Personnel Meeting, but would provide the notes to the Authority at the next meeting.

Chairman Twine asked for the Assistant Borough Manager's Report.

Derek provided updates on the Valve Installation, Curb Box restoration once Columbia Gas is done, meter upgrades/replacements in the system, and the estimated timeline for the new service truck. He reported that the Sewer Authority authorized the purchase of gas monitors and asked the Authority to consider sharing in the cost.

MOTION: to refund the Sewer Authority for 1/3 of the cost of the gas monitors purchased was made by Ed Meyers, second by Gregg Davis, all ayes, motion carried.

Chairman Twine moved on to the New Business listed on the Agenda.

MOTION: to approve the Chairman to sign the 2014 Annual Audit Report was made by Larry Nair, second by Gregg Davis, all ayes, motion carried.

MOTION: to authorize the Chairman to sign the H20 Audit as presented and submit it to DCED was made by Jason Frey, second by Gregg Davis, all ayes, motion carried.

MOTION: to approve the Insurance Refund along with the expenses for the damage at the Water Plant on 6/14/2015 was made by Gregg Davis, second by Larry Nair, all ayes, motion carried.

The Authority Members discussed the Knollwood Energy Agreement and asked for additional quotes/prices.

MOTION: to adjourn at 8:10 pm was made by Gregg Davis, second Jason Frey, all ayes, motion carried.

These meeting minutes were transcribed by Dawn Scheller with the use of her meeting minutes and respectfully submitted for approval.

Date Approved: _____ Motion Made By: _____ Second By: _____