

**Mercersburg Water Authority  
Borough Hall, Mercersburg, PA  
November 8, 2016  
MINUTES**

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

**Absent:** Solicitor and Engineer

**Guests/Press:** None

Chairman Twine called the meeting to order at 7:00 pm with no Public Comments made at this time.

**MOTION: to approve the Treasurer's Report for the month ending 9/30/2016 was made by Gregg Davis, second by Larry Nair, all ayes, motion carried.**

**MOTION: to approve the Treasurer's Report for the month ending 10/31/2016 was made by Larry Nair, second by Gregg Davis, all ayes, motion carried.**

**MOTION: to approve the Bills Payable/Invoice List for the month ending 9/30/16 was made by Larry Nair, second by Gregg Davis, all ayes, motion carried.**

**MOTION: to approve the Bills Payable/Invoice List for the month ending 10/31/2016 was made by Gregg Davis, second by Larry Nair, all ayes, motion carried.**

**MOTION: to approve the meeting minutes from September 27, 2016 was made by Gregg Davis, second by Larry Nair, all ayes, motion carried.**

Dawn Scheller reported that she had nothing to report from the Solicitor at this time.

Dawn Scheller noted that a copy of a letter received from DEP regarding the Filter Media Replacement was included in the Authority Members Packet. Dawn Scheller noted that Dennis Black Engineering Inc. would be writing a response letter to DEP addressing the items listed within the letter. Dawn Scheller forwarded information from Paul Sharrow which was a copy of a recent quote for media dated August 9, 2016. It was noted that the media size in the price quote was not the same media sized in the application but did match the media size that DEP referred to. After discussion, the Water Authority Members requested that Lance Kegerreis attend the December 13, 2016 Water Authority Meeting to discuss the matter further. Jason Frey noted that other reasons may exist why the Engineer chose different size media and he noted that the additional responses to DEP may clarify why other sized media was noted in the application.

Dawn Scheller reviewed that Marshall provided a quote for installation of the phone dialer at the water plant for a total cost of \$420.00.

**MOTION: to approve Marshall Stuff's quote of \$420 to install two signals wires to the phone dialer at the Water Plant was made by Larry Nair, second by Gregg Davis, all ayes, motion carried.**

Chairman Twine reviewed another request regarding the heater at the Water Plant. It was noted that the heater at the Water Treatment Plant was having issues and Marshall Stuff is asking if the Authority would split the difference in the cost of replacement costing the Authority for \$400.

**MOTION: to approve the replacement of the furnace splitting the difference with Marshall Stuff for the cost of \$400 to the Water Authority was made by Jason Frey, second by Gregg Davis, all ayes, motion carried.**

Dawn Scheller presented her report which included the outstanding bill amount of \$80,858.98 to the Water Authority. She was confident that with the outstanding amount due to the Authority they would meet the Water Sales Budgeted for 2016. She also attached a copy of the Personnel Committee Notes from the October 24<sup>th</sup> meeting.

**MOTION: to approve the recommendations of the Personnel Committee; 1) to approve the COLA increase to Non-Uniformed Employees of 1.5%, 2) to approve the Merit Increase of 1.5% for any non-uniformed employees who receive a score of 85% or higher on the evaluation was made by Larry Nair, second by Gregg Davis all ayes, motion carried.**

Dawn Scheller relayed the information from the Electric Quote provide by Mid-Atlantic Energy Services. The Authority Members noted that they are not interested in participating in obtaining quotes for electric. They stated that they wish to remain with West Penn Power.

Derek Stoy presented his report which included an update on a water leak on the 300 block of Park Avenue. He noted that the Police Department also responded to the call and helped with traffic control during the repair. Derek reviewed the information and quotes provided by Glessner. Derek explained that he is unable to program any additional keyfobs until the Water control box is brought back online. He provided a quote for the repair and new cables with the box relocated in the plant.

Chairman Twine moved on to the items listed under New Business.

**MOTION: to approve the Glessner proposals # 111051 for \$1,030.00 and the additional cable to relocate the box using PVC conduit at the additional cost of \$840.00 was made by Jason Frey, second by Larry Nair, all ayes, motion carried.**

**MOTION: to approve to renew the CORRPRO Agreement at a cost of \$915.00 for the maintenance agreement proposal for the inspection of the cathodic protection corrosion control equipment was made by Jason Frey, second by Gregg Davis, all ayes, motion carried.**

**MOTION: to approve to advertise the 2017 Proposed Water Authority Operating Budget with a 0% rate increase was made by Gregg Davis, second by Larry Nair, all ayes, motion carried.**

**MOTION: to approve to reimburse the Borough for the Non-Uniformed Pension Plan Contribution of \$740.28 was made by Jason Frey, second by Gregg Davis, all ayes, motion carried.**

**MOTION: to approve to pay Derek Stoy OT for any hours worked above 40 to comply with the New federal OT Law expected to begin December 1, 2016 was made by Gregg Davis, second by Larry Nair, all ayes, motion carried.**

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

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

**Date Approved:** \_\_\_\_\_ **Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_