

**Mercersburg Water Authority Meeting**  
**Borough Hall, Mercersburg, PA**  
**March 21, 2024**  
**MINUTES**

**Attending:** Chairman Ed Twine, Vice-Chairman Jason Frey, Member Jacob Morgan, Member Joe Creighton, Member Dr. Michael Pedersen, PWD Employee Donnie Keefer, and Borough Manager Dawn Scheller

**Absent:** Solicitor Sam Wisner, and Engineer Lance Hoover

**Guest(s)/Press:** None

Meeting was called to order at 7:00 pm with no public comments made.

**TREASURER'S REPORT:**

**MOTION:** to approve the Treasurer's Report for the month ending February 29, 2024, was made by Member Morgan, second by Vice-Chair Frey, all ayes, motion carried.

**MOTION:** to approve the Bills Payable List for the month ending February 2024, was made by Member Creighton, second by Vice-Chairman Frey, all ayes, motion carried.

**MINUTES:**

**MOTION:** to approve the meeting minutes from February 15, 2024, was made by Dr. Mayor Pedersen, second by Member Morgan, all ayes, motion carried.

**SOLICITOR'S REPORT:**

NONE

**ENGINEER'S REPORT:**

Engineer Lance Hoover provided an email/update for the Authority. Donnie Keefer reviewed the information and noted that the Authority received one of the NPDES Permits needed, the plant operations have been good, and they are continuing to cycle the Zimm Well to prepare for the spring months ahead. He noted that the quarterly samples were collected and analyzed, and the Annual Water Supply Report was submitted to DEP. Mr. Keefer noted the importance of obtaining the amount of water the Fire Company uses when calibrating their equipment. It was recommended that they be contacted directly. He also provided an update on the generators.

**BOROUGH MANAGER'S REPORT:**

Manager Scheller reminded the members to submit their Financial Interest Statements. She provided copies of the Committee Reports to the members, a copy of the zero-usage billing list, and a report tracking the non-uniformed employees' overtime costs.

**PWD REPORT:**

A copy of the PWD Report was included in the meeting packet.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

**MOTION: to approve the authority representatives to sign the PA DEP Consent Order and pay the fine of \$4,700.00 pending Solicitor's review and approval was made by Member Pedersen, second by Vice-Chair, all ayes, motion carried.**

**MOTION: to retroactively approve the Chairman and Vice-Chairman to sign the \$200,000 grant extension request and submit it to DCED was made by Member Morgan, second by Member Creighton, all ayes, motion carried.**

**MOTION: to approve the two water taps for the property of 13 E. Seminary was made by Member Pedersen, second by Member Morgan, all ayes, motion carried.**

**MOTION: to approve the 2023 Annual Water Supply Report as prepared by Lance Hoover and submit it to PA DEP was made by Vice-Chairman Frey, second by Member Creighton, all ayes, motion carried.**

**MOTION: to not approve to pay the PSI invoice number 24-313-1 in the amount of \$9,948.00 as this was invoice incorrectly to the Water Authority was made by Member Pedersen, second by Vice-Chairman Frey, all ayes, motion carried.**

**MOTION: to approve to pay invoice PSI invoice 23-402-S in the amount of \$14,4981.00 was made by Vice-Chairman Frey, second by Member Pedersen, all ayes, motion carried.**

**MOTION: to approve to pay the invoices from Glace Associates as presented was made by Member Creighton, second by Vice-Chairman Frey, all ayes, motion carried.**

**MOTION: to approve the GenServe repair bill in the amount of \$1,678.78 was made by Member Pedersen, second by Member Morgan, all ayes, motion carried.**

**MOTION: to approve the GenServe Maintenance Agreement for the Water Authority Generators was made by Vice-Chairman Frey, second by Member Creighton, all ayes, motion carried.**

**MOTION: to appoint Member Morgan as the Water Authority Representative to the Comprehensive Planning Steering Committee was made by Member Creighton, second by Member Pedersen, all ayes, motion carried.**

**MOTION: to approve Resolution 2024-01-W establishing the Water Authority Fee Scheduled was made by Member Creighton, second by Member Morgan, all ayes, motion carried.**

The Authority Members requested that the office obtain estimates for the construction of the proposed signage and bring back the information to a future meeting.

No other business was brought before board.

**MOTION: to adjourn at 9:03 pm was made Member Creighton, second by Member Pedersen, all ayes, motion carried.**

*These meeting minutes were transcribed with the use of Dawn Scheller's meeting notes and have been respectfully submitted for approval.*

Date Approved: 5/16/2024 Motion Made By: Creighton Second: Frey

  
Dawn L. Scheller, Borough Manager

SEAL

