

Mercersburg Sewer Authority
Borough Hall, Mercersburg, PA
February 13, 2025
7:00 PM
AGENDA

- I. **Call the Meeting to Order**
- II. **Public Comment/Guests**
- III. **Treasurer Report** –
 - A. Treasurer’s report for the month ending December 31,2024
 - B. Bills Payable/Invoice List for the month of December 2024
 - C. Treasurer’s report for the month ending January 31, 2025
 - D. Bills Payable/Invoice List for the month January 31, 2025
- IV. **Minutes** –
 - A. January 9, 2025 Regular Meeting Minutes
- V. **Solicitor** - Not scheduled to be present.
- VI. **Manager’s Report** - Scheduled to be present
- VII. **Engineer’s Report** - Not scheduled to be present
- VIII. **Water & Sewer Plant Laborer’s Report** – Scheduled to be present
- IX. **Public Works’ Report**- Copy included in the packet.
- X. **Old Business** –
 - A. To consider approving revised quote for installation of a submersible pump for the Findlay Park Pump Station in the amount of \$62,990, originally not to exceed \$45,000.
- XI. **New Business** –
 - A. To review and provide direction for Lance Hoover pertaining to question he emailed concerning the Wastewater Treatment Plant Upgrade Project.
 - B. To review project schedule for the Wastewater Treatment Plant Improvement Project submitted by Lance Hoover.
 - C. To consider customer request for payment plan regarding 36 W California St. quarterly bill.
 - D. To retroactively approve the Boyer Ritter invoice #288824 for additional 2023 audit expenses.
 - E. To accept the 2023 audit documents. Paper copy available upon request.
 - F. To retroactively approve recommendation to pay invoice #AW00262135 for Quickbooks in the amount of \$4,800 for 5 years from the Joint Equipment Fund.
 - G. To retroactively approve recommendation to pay invoice from Ryan’s Computer Consulting Services for the amount of \$250 to install Quickbooks at 3 workstations from the Joint Equipment Fund.
 - H. To retroactively approve recommendation to pay invoice for Ryan’s Computer Consulting Services for the amount of \$325 for annual renewal of anti-virus software from the Joint Equipment Fund.

- I. To approve recommendation to pay invoice for Ryan's Computer Consulting Services for the amount of \$2,150 to replace billing clerk's computer in the main office from the Joint Equipment Fund.
- J. To approve recommendation to purchase 1 fireproof filing cabinet in the amount of \$2,659.30 from the Joint Equipment Fund.
- K. To approve to purchase a Toughbook laptop for the water and sewer plants from Ryan's Computer Consulting Services in the amount of \$3,975.00 to be split between water and sewer.
- L. To enter into executive session for potential real estate acquisition with possible action to be taken.

XII. Correspondence –

- A. Brochures to build townhouses in the borough from Luminest.

XIII. Meeting Schedule -

- A. Council: 1/27/2025 & 2/24/2025
- B. Sewer: 3/13/2025 & 4/10/2025
- C. Water: 2/20/2025 & 3/20/2025
- D. Finance: TBD
- E. HARB: 3/4/2025 & 4/3/2025
- F. Personnel: 3/17/2025 & 4/21/2025
- G. Planning: 2/19/2025 & 3/19/2025
- H. Streets: 2/26/2025 & 3/26/2025
- I. Property: 3/5/2025 & 4/2/2025
- J. Steering Committee Meeting: TBD