

**Mercersburg Water Authority Meeting  
Borough Hall, Mercersburg, PA 17236  
December 19, 2024  
MINUTES**

**ATTENDING:** Chairman Ed Twine, Vice-Chair Jason Frey, Member Joe Creighton, Member Dr. Michael Pedersen, Member Jacob Morgan, Water & Sewer Plant Laborer Donnie Keefer, Administrative Professional Pete Stotelmyer

**ABSENT:** None

**GUEST(S)/PRESS:** Garrett Fisher 2175 Gillan Drive Saint Thomas, PA 17252. Alan Fries Representative for Fairview Cemetery Association 47 North Park Ave Mercersburg, PA 17236

Chairman Twine called the meeting to order at 7:00 pm and opened the floor to Public Comment.

**PUBLIC COMMENT:** Alan Fries mentioned that he was here to represent Fairview Cemetery Association. Mr. Fries said that he would talk with the board members of the association, and they would decide if they want to disconnect from the water service or pay for it.

Chairman Twine mentioned that the fire department has 2 water meters, and Donnie Keefer said that the fire department has 2 separate water lines going to their property. Keefer also stated that there needs to be a meter on the hydrant that the fire department uses to calibrate their equipment. It needs to be determined if the machine doing the calibration has a meter on it or not. If so, the reading is not given to the borough. If the borough could get these readings from the machine, then a meter would not have to purchase a meter for the hydrant. Twine stated that we need to check the water ordinance to see if it included language about the amount of square feet of a property or if a property lies within a specific distance of a water line if hooking up to water service is required or not.

**TREASURER'S REPORT:** Morgan asked about the reason for the Miscellaneous Income for the amount of \$23,850.87.

**MOTION: to approve the Treasurer's Report for the month ending November 30, 2024 was made by Frey, seconded by Morgan, all ayes, motion carried.**

**MOTION: to approve the Bills Payable List for the month ending November 30, 2024 was made by Morgan, seconded by Pedersen, all ayes, motion carried.**

**MINUTES:**

**MOTION: to approve the minutes from November 21, 2024 was made by Pedersen, seconded by Morgan, all ayes, motion carried.**

**SOLICITOR'S REPORT:** Not scheduled to be present. Memo provided.

**ENGINEER'S REPORT:** Not scheduled to be present.

Chairman Twine mentioned that the solicitor's memo states there are questions regarding the grant provisions on the Park Avenue Well Project. The project cannot proceed until the EPA makes a decision on how the grant can be used. There was also an issue with the contract documents as they were not provided to Lance Hoover to include revisions. There needs to be an addendum to be issued to bidders to include revised documents and an extension of time to submit bids. Because of these delays, a new timeline has been established for the Park Avenue Well Project. Pre-bid meeting will be

held on Monday February 3, 2025. Bid opening will be held on Wednesday February 12, 2025. Presentation to the authority for the award will be held on Thursday February 20, 2025.

Chairman Twine reviewed an email from Lance Hoover concerning the Buck Run Water Treatment Plant. The project is in a position to advance. The first step is submitting the PENNVEST application by February 5, 2025, and a meeting date of April 23, 2025. Lance is concerned about 2 projects overlapping as well as interim financing. Lance said he will consult with Sam Wiser about how to proceed. Creighton would like Lance Hoover to post the revised documents to Google Docs so they can be reviewed by the authority.

**WATER AND SEWER LABORER'S REPORT:** Donnie Keefer said that he called Control Systems 21 because the polymer pump was plugged up. He disassembled it, put it back together, but it isn't functioning. The public works employees will try to fix it tomorrow. If it still fails to work, Control Systems 21 will come to work on it on Monday December 23, 2025. Current water usage is 185,000-190,000 gallons per day. Keefer thinks that Negley's flipped the Buck Run and Zenwell pumps based on the flows at these locations.

**PUBLIC WORKS:** Written report included.

**MANAGER'S REPORT:** Not scheduled to be present.

**OLD BUSINESS:** The Authority would like an update on the accounts that are still not paying for water, and they would like this issue to be included in each meeting moving forward to track the progress on these accounts. The borough also needs to continue to work on replacing meters. The issue of switching automated meters should be investigated again, including the current cost and any associated subscription fees.

Chairman Twine mentioned that we should look into starting the process of replacing some of the valves in the borough. Frey mentioned that the ones on Oregon St could be replaced after PENNDOT mills the road before it is repaved next year. Twine said the borough should look into obtaining bids to replace the valves on Oregon St.

**NEW BUSINESS:**

**MOTION:** to approve Resolution 2024-07-W establishing rates and fee schedule was made by Frey, seconded by Creighton, all ayes, motion carried.

**MOTION:** to approve the 2025 Operating Budget with 20% rate increase and a \$6.00 base user fee increase was made by Morgan, seconded by Creighton, all ayes, motion carried.

**MOTION:** to accept the 2025 Meeting Schedule was made by Morgan, seconded by Frey, all ayes, motion carried.

The Authority discussed the Mandatory Water Conservation Notice and that how it is currently advertised and implemented does not have much of an impact on water usage. The borough doesn't have a way to monitor or enforce compliance with the notices. The issue of tiered prices based on water usage should be considered. The question of the car wash continuing to operate in the borough while a Mandatory Water Conservation Notice is in effect should be brought to the solicitor.

**MOTION:** to lift the Mandatory Water Conservation Notice and make it voluntary was made by Creighton, seconded by Frey, all ayes, motion carried.

Chairman Twine mentioned that with all of the increases for water and sewer the borough may eventually go from quarterly to monthly billing. The meter reading and billing system should be automated before monthly billing occurs.

**CORRESPONDENCE:** None

**MOTION: to adjourn at 8:52 PM was made by Creighton, seconded by Pedersen, all ayes, motion carried.**

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

**Date Approved:** \_\_\_\_\_ **Motion Made By:** \_\_\_\_\_ **Seconded:** \_\_\_\_\_

\_\_\_\_\_  
Dawn L. Scheller, Borough Manager

**SEAL**