

**Mercersburg Water Authority Meeting**  
**113 South Main Street, Mercersburg, PA 17236**  
**May 15, 2025**  
**AGENDA**  
**7:00 PM**

- I. **Call the Meeting to Order**
- II. **Public Comment/Guests -**
- III. **Treasurer Report -**
  - A. To review and approve the Treasurer's reports for the months ending on March 31, 2025, and April 30, 2025
  - B. To review and approve the Bills Payable reports for the months ending on March 31, 2025, and April 30, 2025
- IV. **Minutes**
  - A. To approve April 17, 2025, meeting minutes
- V. **Engineer's Report -** Not scheduled to be present. Written update provided.
- VI. **Plant Laborer's Report -** Scheduled to be present
- VII. **PWD Report -** Written report included in the packet.
- VIII. **Solicitor's Report -** Scheduled to be present.
- IX. **GMS Report -** Scheduled to be present.
- X. **Manager's Report -** Scheduled to be present.
- XI. **Old Business -**
  - A. To continue the discussion re: allowing public access to the Buck Run Treatment Plant property.
- XII. **New Business -**
  - A. To review and discuss customer billing concerns' properties listed below;
    1. 12049 Buchanan Trail West
    2. 27 North Main Street
  - B. To consider adopting a Resolution establishing Rules of Decorum for public meetings - Borough's Resolution provided as an example.
  - C. To review and discuss Water Authority's Rules and Regulations and authorize the Solicitor's office to revise as needed; discussion topics to include but not limited to the current bill schedule, timeline of readings, re-reads, due dates, late fees and delinquent notices mailings, and delinquent property postings, staffing, tools and equipment, and current/future rate changes.
  - D. To approve the Resolution and Letter of Responsibility for Reimbursement for Project Costs for PENNVEST
  - E. To review and discuss the draft Water/Sewer informational packet prepared by Member Creighton
  - F. To approve the Chairman to execute the revised Water Treatment Plant at Park Ave Well Project Construction Proposal with JHA

**\*\*ALL GUEST/CORRESPONDENCE IN CHRONOLOGICAL ORDER PER REQUEST/RECEIPT \*\***

- G. To review and discuss proposal for the Buck Run Water Treatment Plant from JHA
- H. To authorize to purchase a laptop not to exceed \$4,000 and establish an email account related to upcoming water/sewer authority projects
- I. To review and discuss tap availability request submitted by S&A Homes on Buchanan Drive
- J. To consider and approve estimate# 177908324 from Negley's Water for a Flow Restrictor for Zimm Well in the amount of \$897.57.
- K. To consider and approve estimate# 177908345 from Negley's Water for upgrades at Buck Run in the amount of \$6,358.32.
- L. To approve the purchasing of a Copper Tubing Cutter Kit from Home Depot in the amount of \$279.00.
- M. To consider updating the Voluntary Water Conservation Notice to a Mandatory Water Conservation Notice
- N. To approve estimate from AWG for a welder and equipment in the amount of \$5,695.63.
- O. To approve estimate from LB Water for a 6" Butterfly valve in the amount of \$2,346.37.
- P. To consider and approve the GenTracker Power Maintenance Agreement quote# Q-86994 from GenServe in the amount of \$4,400.

**XIII. Correspondence**

- A. Letter from DEP dated April 22, 2025, granting approval for a permit extension of one-year making it valid until April 6, 2026 for the Zimm Well and Buck Run Treatment Plant
- B. Letter dated April 10, 2025, from the Pennsylvania Municipal Authorities Association offering a Complimentary Membership for 2025
- C. Water Supply Inspection Report from DEP

**XIV. Calendar**

- A. Council: 5/27/2025 & 6/9/2025
- B. Sewer: 6/12/2025 & 7/10/2025
- C. Water: 6/26/2025 & 7/17/2025
- D. Finance: TBD
- E. HARB: 6/3/2025 & 7/1/2025
- F. Personnel: 6/16/2025 & 7/21/2025
- G. Planning: 5/21/2025 & 6/18/2025
- H. Streets: 5/28/2025 & 6/25/2025
- I. Property: 6/4/2025 & 7/2/2025
- J. Steering Committee Meeting: TBD