

Mercersburg Water Authority Meeting
Borough Hall, Mercersburg, PA 17236
July 17, 2025
MINUTES

ATTENDING: Chairman Ed Twine, Vice-Chairman Jason Frey, Member Joe Creighton, Member Jacob Morgan, Borough Manager Dawn Scheller, Water & Sewer Plant Laborer Donnie Keefer, Solicitor Sam Wiser

ABSENT:

GUEST(S)/PRESS: Reference Sign in Sheets

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

PUBLIC COMMENT:

Kelly Butterbaugh – 14 Loudon Road Attending regarding recently increased water and sewer bills. Ms. Butterbaugh will continue to watch and monitor bills. Ms. Butterbaugh also has questions regarding notice of rate increases. Scheller confirmed notice in Journal, Borough website, bill stub, and Borough Hall entryway. Borough will issue a work order to investigate property and have meter tested.

Ben Dugas – 5951 Buchanan Drive Asking if there are plans for the new water facility. Twine confirmed plans are in hand. Mr. Dugas is asking if the plans can be made public. Also requests a comparison of the production of the old well and expected production of new well. Scheller will investigate best means to share plans and production information with public. Shares concerns with plan and budgeting for ongoing maintenance of new system projects. Authority members confirmed that Operations and Management (O&M) has been planned and budgeted for in new projects, including escalations.

Catalin Bonciu – Expressed concern with the challenges with the water system. Mr. Bonciu suggested the resignation of Chairman Twine. Further suggested the Borough is overstaffed and new hires/replacements were not needed. Mr. Bonciu recommended the Authority exercise elected state officials to help with funding. The members confirmed there is a meeting scheduled for the following day, Friday, July 18, 2025 to meet with representatives. Mr. Bonciu stated during his tenure with the Borough there were significant reserve funds, and he asked where they went. Members confirmed reserve funds have been used for ongoing operations and repairs. Scheller confirmed over the last several years the Water and Sewer Authorities have held and/or limited rate increases to keep costs lower for customers. Concurrently operating and maintenance costs have continued to increase (inflation).

Judy Bonciu – Shared a recollection during the COVID pandemic discussions regarding to a new Borough Hall and associated costs it was shared there was "plenty of money". Authority members confirmed the Water and Sewer Authorities financials are separate and apart from the "Borough". Judy suggested the Authorities and Borough seeking help with finance management.

TREASURER'S REPORT:

- A. To review and approve the Treasurer's report for the month ending on June 30, 2025 (copy to be provided at the meeting)
- B. To review and approve the Bills Payable report for the month ending on June 30, 2025 (copy to be provided at the meeting)

The report will be reviewed during the August meeting.

MINUTES:

MOTION: to approve the minutes from

- A. To amend April 17, 2025, meeting minutes correcting the spelling of Audrey Hua was made by Jacob Morgan, seconded by Jason Frey, all ayes, motion carried.
- B. June 26, 2025, Meeting Minutes will be presented at the next meeting.

ENGINEER'S REPORT:

Not Present. Written report included.

GMS REPORT:

Not Present. Written report included.

WATER AND SEWER LABORER'S REPORT:

Written report included. Donnie Keefer present.

PUBLIC WORKS:

Written report included.

SOLICITORS REPORT:

Scheller added that some inconsistencies were found in the loan application review regarding sub-contractor information. Those inconsistencies were corrected, and the file will be noted which will cover the Authorities from any liability. This process has been expedited and will not affect the loan closure timeframe.

MANAGER'S REPORT:

Schellar noted that July 10th billings have been mailed out and the total amount due is \$246,583.05. This amount is within normal range.

The Borough has received a total of 289 applications for the 3 open positions (27 Borough Manager, 206 Administrative Professional, 56 Public Works). With the help of additional temporary staff, those applicants are being pre-screened with phone interviews, and we plan to schedule some formal interviews for the July 21st Personnel Committee Meeting.

OLD BUSINESS:

- A. To continue the discussion re: allowing public access to the Buck Run Treatment Plant property.

MOTION: To name Jacob Morgan as Project Liaison with Michael Pedersen as backup Liaison was made by Joe Creighton, seconded by Jason Frey, 4 ayes and 1 nay.

- B. To discuss and create a priority list of projects, possible funding sources, and future rate increases.
General discussion was held, no motion made.

- C. To discuss the Water Authority Rules and Regulations

MOTION: To approve the amendments to the Water Authority Rules and Regulations was made by Jason Frey, seconded by Jacob Morgan, all ayes, motion carried.

- D. To discuss the Water Conservation Notice

MOTION: To keep the current water restrictions in place for an additional 30 days was made by Joe Creighton, seconded by Jacob Morgan, all ayes, motion carried.

NEW BUSINESS:

- A. To review and discuss customer billing concerns' properties listed below.

1. 4 North Park
2. 27 North Main Street – *has been discussed previously – pending payment plan approval separate from the motion*
3. 53 Linden Lane – *can be removed from the list – final bill – equipment issue*
4. 12147 Buchanan Trail West
5. 241 North Main Street
6. 7 Oregon Street
7. 12049 Buchanan Trail West
8. 20 Oregon Street – *can be removed from the list - resident has no issue*
9. 13855 Buchanan Trail West – *can be removed from the list - clerical error*
10. 216 South Park Avenue
11. 12335 Buchanan Trail West

MOTION: To authorize staff to average the previous 4 quarters of usage and/or allow a payment plan in the event of an abnormally high (greater than 50%) reading was made by Jacob Morgan, seconded by Joe Creighton, all ayes, motion carried.

- B. To authorize the demonstration of one Turbidimeter for 30 days and authorize the Plant Laborer to purchase up to two with the cost not to exceed \$6,000 each prior to the next meeting if necessary.

MOTION: To authorize the demonstration of one Turbidimeter for 30 days and authorize the Plant Laborer to purchase up to two with the cost not to exceed \$6,000 each prior to the next meeting if necessary was made by Joe Creighton, seconded by Jason Frey, all ayes, motion carried.

C. To approve Resolution 2025-06-W adopt a statement of non-discrimination.

MOTION: To approve Resolution 2025-06-W adopt a statement of non-discrimination was made by Joe Creighton, seconded by Jacob Morgan, all ayes, motion carried.

D. To approve to renew the SAM Registration.

MOTION: To approve to renew the SAM Registration was made by Jason Frey, seconded by Joe Creighton, all ayes, motion carried.

CORRESPONDENCE:

A. Copy of the JHA Contract dates 7/8/2025.

MOTION: to adjourn at 9:02 PM was made by Creighton, seconded by Frey, all ayes, motion carried.

These meeting minutes were transcribed from audio recording and have been respectfully submitted for approval.

Date Approved: 8-21-25 Motion Made By: Creighton Seconded: Morgan

CFM 8/21/25
Borough Manager

