

Mercersburg Sewer Authority
Borough Hall, 113 South Main Street, Mercersburg
July 10, 2025
MINUTES

Attending: Member Ed Twine, Member Tim Stanton, Member Stephanie Brindle, Member Joe Creighton, Water/Sewer Plant Laborer Donnie Keefer, Borough Manager Dawn Scheller

Absent: Chairman Jim Malone, Solicitor Sam Wiser, Plant Operator/Engineer Lance Hoover

Guests/Press: None

CALL THE MEETING TO ORDER/PUBLIC COMMENT

Member Ed Twine called the meeting to order at 7:00 pm.

TREASURER'S REPORT/BILLS PAYABLE

Treasurer's Report/Bills Payable for the month ending June 30, 2025.

MOTION: To approve Treasurer's Report/Bills Payable for month ending June 30, 2025 was made Stanton, seconded by Brindle, all ayes, motion carried.

MINUTES

None

SOLICITORS REPORT

None

MANAGER'S REPORT

Sewer invoices totaling \$192,968.92 and water invoices totaling \$246,583.05 will be mailed out July 11, 2025.

Dawn recommends postponing any commitments related to the I&I RFP until funding becomes available. She also suggests tabling the Notice to Award for PSI until the next meeting in order to allow additional time to cover current expenses.

On Monday, July 14, 2025, Dawn plans to request Council approval to hire a temporary part-time individual to assist with office tasks. Additionally, at the request of the Property Committee, she will forward her furniture receipts to Council for consideration of reimbursement for any items they wish to retain at the office following her resignation.

Dawn plans to schedule Workshops on July 17th, 18th, and 30th to highlight and review the responsibilities of the Borough Manager and Administrative Professional roles. The Workshops will be open to all members and the public.

ENGINEER'S REPORT

Not scheduled to be present. Information provided in packet.

WATER/SEWER PLANT LABORER'S REPORT

Donnie Keefer reported that June was a particularly challenging month for the sewer plant due to excessive rainfall. As a result, he anticipates elevated lab sample results and potential low dissolved oxygen (DO) violations.

Donnie has received the quotes from PSI regarding the pump that was pulled from the main pumping station. The quote details are in the packet and will be discussed in New Business.

PUBLIC WORKS DEPARTMENT REPORT

Copy sent electronically.

OLD BUSINESS

None to discuss.

NEW BUSINESS

To authorize the Solicitor's Office to draft an RFP to have a camera inspection performed on the mainlines to have them cleaned and lined to eliminate I&I.

MOTION: To authorize the Solicitor's Office to draft an RFP to have a camera inspection performed on the mainlines to have them cleaned and lined to eliminate I&I was made by Creighton, seconded by Brindle, all ayes, motion carried.

To retroactively approve the transfer of \$185,557.80 from the Orrstown Reserve Account to the Operating Account for previous paid invoices related to the UV Project.

MOTION: To retroactively approve the transfer of \$185,557.80 from the Orrstown Reserve Account to the Operating Account for previous paid invoices related to the UV Project was made by Creighton, seconded by Stanton, all ayes, motion carried.

To approve to issue a Notice to Award to PSI Pumping Systems to serve as the General and Electrical Contractor for the Wastewater Treatment Plant UV System Upgrade Project.

This has been tabled for 30 days.

To review and approve the PSI Quote #1726

It was decided that an updated quote will be requested from PSI for the rebuild, Authority members will be notified, and the quote will be retroactively approved at the next meeting.

To review the request for a credit for the property of 36 North Fayette Street due to a water heater break

MOTION: To approve a credit for the property of 36 North Fayette Street due to a water heater break was made by Stanton, seconded by Brindle, all ayes, motion carried.

CORRESPONDENCE

Email correspondence re: Tap Approval and Invoices dated 6/13/2025

Letter correspondence from D.L. Martin Co. dated 7/1/2025

Discussion was held no action taken.

MOTION: To adjourn at 7:52pm was made by Creighton, seconded by Brindle, all ayes, motion carried.

These meeting minutes were transcribed by the use of audio recording and have been respectfully submitted to the Authority for approval.

Date approved: 9-11-25 Motion: Creighton Seconded: Twine

Signature: G M 81 CONSTANCE CREIGHTON SEAL
BOROUGH MANAGER



