

Mercersburg Sewer Authority
Borough Hall, 113 South Main Street, Mercersburg
September 11, 2025
MINUTES

Attending: Chairman Jim Malone, Member Ed Twine, Member Tim Stanton, Member Stephanie Brindle, Member Joe Creighton, Water/Sewer Plant Laborer Donnie Keefer, Borough Manager Connie Creighton, and Administrative Professional Angela Alleman

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

Guests/Press: None

CALL THE MEETING TO ORDER/PUBLIC COMMENT

Chairman Jim Malone called the meeting to order at 7:00 pm.

TREASURER'S REPORT/BILLS PAYABLE

MOTION: To approve Treasurer's Report/Bills Payable for month ending August 31, 2025, was made by Creighton, seconded by Twine, all ayes, motion carried.

MINUTES

MOTION: To approve June 12, 2025 and July 10, 2025 minutes was made by Creighton, seconded by Twine, all ayes, motion carried.

SOLICITORS REPORT

None

MANAGER'S REPORT

Manager Creighton presented the Disputed Accounts Spreadsheet, highlighting the benefits of maintaining this information in spreadsheet form for clarity and ease of tracking. She will continue to update the spreadsheet and provide monthly presentations moving forward.

ENGINEER'S REPORT

Email correspondence provided in the packet was discussed.

WATER/SEWER PLANT LABORER'S REPORT

Donnie Keefer reported experiencing technical difficulties with his computer, which may impact his ability to accurately complete certain required reports. Lance Hoover will contact Sarah Wigglesworth at DEP to seek guidance on how to proceed. In addition, Ryan Hutzler from Ryan's Computer Consulting Services will be engaged to investigate and resolve the technical issues.

PUBLIC WORKS DEPARTMENT REPORT

Copy included in packet.

NEW BUSINESS

Findlay Park Pump Station upgrade is scheduled to begin September 22, 2025.

The I&I project study has been at a standstill due to lack of rain. Joe Creighton presented a map identifying possible intrusion points.

Joe Creighton recommends sending a letter to the Little League, requesting that they address and repair the sewer issues on their Little League field. Donnie reported that, although a riser has been installed on their holding tank, the tank itself is damaged. Twine suggests issuing a formal mandate requesting that the tank be replaced. Connie Creighton will draft a letter for the Authority's review and then forward it to the solicitor.

After discussion it was decided that the update on the Sewer Authority Rules and Regulations will be tabled until the next Sewer Authority Meeting on October 9, 2025.

MOTION: To approve the Chairman to sign RESOLUTION: 2025-01-S Mercersburg Sewer Authority Rates & Fee Schedule updating the Sewer Authority Fee Schedule with the previously discussed/approved Quarterly Base User Fee increase and/or Sewer Rate increase effective October 1, 2025, and update regarding late fees was made by Twine, seconded by Creighton, all ayes, motion carried.

MOTION: To authorize the Borough Admin Staff to advertise the Sewer Rate increase notices was made by Creighton, seconded by Brindle, all ayes, motion carried.

MOTION: To approve the cost for repairs to Keefer Pump Station not to exceed \$2,000 was made by Stanton, seconded by Brindle, all ayes, motion carried.

Borough staff are currently evaluating 68 accounts with zero consumption. Updates will be provided as these evaluations continue.

MOTION: To authorize the preparation of an RFP to obtain service for sewer line inspections and repairs was made by Twine, seconded by Creighton, all ayes, motion carried.

Stephanie Brindle presented her ideas on Payment in Lieu of Taxes (PILOT) and also recommended that the Sewer Authority pursue all available grant opportunities. Tim Stanton shared his experience with PILOT as well as suggestions on the steps necessary to pursue it. He also offered to research potential funding sources and report his findings at the next meeting.

EXECUTIVE SESSION was entered at 8:20pm. and ended at 8:30pm.

CORRESPONDENCE

1939 Agreement – Sewer System Extension on Fairview Ave – Cost of \$150.00
This is just a reference to past events; no follow-up is necessary.

MOTION: To adjourn at 8:35 pm was made by Creighton, seconded by Twine, all ayes, motion carried.

These meeting minutes were transcribed by the use of audio recording as well as Angela Alleman's notes and have been respectfully submitted to the Authority for approval.

Date approved: 10-9-2025 **Motion:** Creighton **Seconded:** Brindle

Signature: CFMS



