

**Mercersburg Water Authority Meeting  
Borough Hall, Mercersburg, PA 17236  
October 16, 2025  
MINUTES**

**ATTENDING:** Chairman Ed Twine, Vice-Chairman Jason Frey, Member Joe Creighton, Member Jacob Morgan, Member Michael Pedersen, Water & Sewer Plant Laborer Donnie Keefer, Borough Manager Connie Creighton, Administrative Professional Angela Alleman

**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**

**Ryan Pearson of Pearson Family Laundry** – Ryan requested a vote to create a tiered billing system to assist business owners. Chairman Twine suggested the Authority contact Lance Hoover of High Tide Environmental LLC for recommendations on tiered billing. Ryan requested a list of the top 10 water users. Staff will consult with the Solicitor regarding what information can be disclosed and will draft a list for Ryan.

**Amanda Timmons** – Concerns were raised regarding billing for 42 and 46 S. Main Street. Manager Creighton clarified that the issue was due to a billing error, which has since been corrected, and a revised bill has been issued.

**TREASURER'S REPORT**

**MOTION:** To approve the Treasure's Report and Bills Payable Report for month ending September 30, 2025 was made by Pedersen, seconded by Morgan, all ayes, motion carried.

**MINUTES**

**MOTION:** To approve September 18, 2025 Meeting Minutes was made by Morgan, seconded by Frey, all ayes, motion carried.

**ENGINEER'S REPORT**

Not Present.

**WATER AND SEWER LABORER'S REPORT**

Donnie Keefer reported that daily water usage in town has exceeded 200,000 gallons. He noted that there is currently some water in the reservoir. Donnie is addressing moisture in the air lines at the water plant, which is causing damage to the valves. Additionally, a chemical feed pump has failed, and he requested permission to order a replacement. Donnie will also obtain quotes for air leak repairs.

**PUBLIC WORKS**

Written report included.

**SOLICITORS REPORT**

Not Present. No report included.

### **GMS REPORT**

Not scheduled to be present.

Manager Creighton shared an update provided by Kelly O'Connor on the funding sources that she is attempting to secure. Kelly has requested Agenda items New Business H, I, and J be completed.

### **MANAGER'S REPORT**

Manager Creighton presented the 67 Zero Consumption Account Spreadsheet and noted that these accounts are being researched in detail to determine the reasons for zero consumption.

Manager Creighton shared that the Inactive Remaining Balance List is currently under review. She requested that the Authority approve writing off balances under \$20 to allow staff to focus on higher-value accounts.

**MOTION:** To close out the Inactive Remaining Balances of \$20 and under was made by Pedersen, seconded by Morgan, all ayes, motion carried.

A list of No-Charge accounts was presented, and the Authority was asked whether to begin billing these accounts moving forward. The Authority unanimously voted to start charging these accounts and suggested that a letter be sent to account holders notifying them that billing will begin with the January 10, 2026 billing cycle. Staff will work with the Solicitor to draft the letters.

### **OLD BUSINESS**

**MOTION:** To extend the Water Conservation Notice was made by Frey, seconded by Pedersen, all ayes, motion carried.

After discussion, it was decided to table the suggestion of considering alternative WTP development proposals—which would aim to limit total construction costs and future rate increases—until more concrete suggestions are presented.

### **NEW BUSINESS**

**MOTION:** To retroactively approve Bulk Water Haul invoices was made by Frey, seconded by Creighton, all ayes, motion carried.

**MOTION:** To approve the purchase of the Stenner S Series S-40 Pump was made by Creighton, seconded by Frey, all ayes, motion carried.

**MOTION:** To retroactively approve High Tide Environmental, LLC invoice for engineering, reporting, and consulting services was made by Morgan, seconded by Pedersen, all ayes, motion carried.

**MOTION:** To review and approve Application and Payment Certificate – PSI Park Ave 2024-A AFP 2 was made by Frey, seconded by Creighton, all ayes, motion carried.

**MOTION:** To review and approve Disbursement #2 from Bridge Loan for Park Ave 2024-A-AFP 2 was made by Creighton, seconded by Frey, all ayes, motion carried.

Member Frey confirmed that amounts being charged for projects are being tracked. Manager Creighton inquired about who should handle reimbursement requests to Pennvest. Member Creighton will investigate the cost for JHA to provide these services. Member Frey indicated he is willing to volunteer if the costs are too high.

**MOTION:** To table the approval of the Chapman and Cutler LLP. Services Invoice supporting the Truist Bridge Loan for the Park Ave. Water Treatment Plant Project, to allow Manager Creighton to obtain more information, was made by Frey, seconded by Morgan, all ayes, motion carried.

**MOTION:** To approve and sign Resolution #2025-09-W to authorize GMS to prepare and support funding application for PENNVEST grant for the Phase 2 Project Buck Run Iron Removal Water Treatment Plant. Deadline for application submission October 29, 2025 for a January 2026 award announcement was made by Morgan, seconded by Pedersen, all ayes, motion carried.

**MOTION:** To authorize and sign the Letter of Responsibility for Resolution #2025-09-W was made by Pedersen, seconded by Frey, all ayes, motion carried.

Member Frey shared that Kelly O'Connor is requesting a scope of costs and projects for the (Non-Buck Run) Statewide USA Grant. The Authority discussed that new meters, valves, and billing software would be the top priorities. The Authority will need to adopt a resolution at the November Board Meeting.

Manager Creighton presented information regarding the Neptune Meter Reading Software, emphasizing its efficiency and error-proof capabilities. She suggested updating the current billing system in stages, with meter reading as the first step. Staff are also researching billing software options.

**MOTION:** To purchase the Neptune Meter Reading Software was made by Creighton, seconded by Pedersen, four ayes, one nay, motion carried.

Member Creighton will reach out to Isaiah Moore with FCT, LLC. to get a quote for water leak detecting services.

A brief discussion was held on how the Borough's emergency alerts are communicated. It was decided that staff will obtain pricing for digital sign services and initiate testing of the RAVE System.

Property owner Richard Yale requested to disconnect from the MWA and drill his own well. Chairman Twine stated that, according to the Rules and Regulations, any new well must be a certain distance from the water main.

**MOTION:** To move into Executive Session was made by Pedersen, seconded by Morgan, all ayes, motion carried.

**Executive Session was entered at 9:05 pm and ended at 10:02 pm.**

**MOTION:** To adjourn at 10:04 PM was made by Creighton, seconded by Frey, all ayes, motion carried.

*These meeting minutes were transcribed from audio recording and Angela Alleman's notes and have been respectfully submitted for approval.*

**Date Approved:** November 20, 2025 **Motion Made By:** Frey **Seconded:** Morgan

*CFM 87*

Borough Manager

SEAL

