

Mercersburg Sewer Authority
Borough Hall, 113 South Main Street, Mercersburg
January 8, 2026
MINUTES

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

Absent: Member Stephanie Brindle

Guests/Press: See Sign in Sheet

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 December 2025 Treasurer's Report and Bills Payable Report was made by Creighton, seconded by Dugas, all ayes, motion carried.

MINUTES

MOTION: To approve December 11, 2025 Minutes was made by Creighton, seconded by Stanton, all ayes, motion carried.

SOLICITORS REPORT

None

MANAGER'S REPORT

Manager Creighton reported that there have been four sewer blockage incidents over the past few weeks. In two cases, the homeowners hired plumbers, and in two cases, the Borough engaged plumbers. One of the incidents requires sidewalk replacement, and one case is particularly challenging due to a shared drain.

Manager Creighton reported the updates for the No-Charge Accounts List. Letters will be sent notifying customers that they will be billed for sewer services beginning with the April 10, 2026 billing.

Manager Creighton demonstrated and explained the process for the new Neptune Meter Reading Software, which will go live in the next few weeks.

ENGINEER'S REPORT

Email correspondence provided in the packet was discussed.

WATER/SEWER PLANT LABORER'S REPORT

Donnie Keefer reported that operations are going well at the sewer plants. He has been working on burning off the reed beds, which is a yearly requirement. He requested that the Authority approve the purchase of a new handheld dual meter, noting that he uses the meter daily and that the current unit broke today.

MOTION: To authorize Donnie Keefer to purchase a new meter not to exceed \$6,000 was made by Creighton, seconded by Stanton, all ayes, motion carried.

PUBLIC WORKS DEPARTMENT REPORT

Public Works report was provided for review.

OLD BUSINESS

Phase 1 notification letters to commercial users concerning mandatory grease trap policies will be distributed this week.

A letter addressing the required sewer leak/intrusion repair has received Solicitor approval and will be issued to Mercersburg Little League this week.

Staff have completed a portion of the USDA Questionnaire, which will be forwarded to Lance Hoover for completion. Upon finalization, Member Tim Stanton will submit the questionnaire to pursue USDA funding assistance.

Member Creighton and Chairman Malone reported on updates regarding various grant funding opportunities. Sewer and Water Authority members plan to meet with Pennsylvania Senators in February.

NEW BUSINESS

MOTION: To approve Resolution 01-26-S Appointing Ben Dugas to the Sewer Authority was made by Creighton, seconded by Stanton, all ayes, motion carried.

MOTION: To approve Resolution 02-26-S Appointing Sewer Authority Check Signers (Jim Malone, Joe Creighton, Stephanie Brindle, Tim Stanton) was made by Creighton, seconded by Dugas, all ayes, motion carried.

Members agreed to confirm Jim Malone to remain Chairman and Joe Creighton to remain Vice Chairman.

MOTION: To approve High Tide Invoice #677 - \$2,945.11 was made by Creighton, seconded by Dugas all ayes, motion carried.

MOTION: To authorize the purchase of a new power snake - \$5,000 was made by Stanton, seconded by Dugas all ayes, motion carried.

Manager Creighton reported that the Sewer Fee Schedule will be updated to indicate a revised late fee charge of 1.5%.

MOTION: To approve UV Replacement Project Pay Request-2025A-\$68,747.13 and UV Replacement Project Pay Request-2025B-\$36,108.00 was made by Creighton, seconded by Stanton all ayes, motion carried.

MOTION: To approve 2026 Proposed Sewer Authority Budget for advertising (Jan 9 - Jan 19) was made by Creighton, seconded by Dugas all ayes, motion carried.

A Special Sewer Meeting to adopt the Proposed 2026 Sewer Authority Budget has been scheduled for Tuesday, January 20, 2026, at 6:00 PM.

CORRESPONDENCE

None

MOTION: To adjourn at 9:12 pm was made by Creighton, seconded by Stanton, 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: 2-12-26

Motion: Brindle

Seconded: Creighton

Signature: _____

