

**Mercersburg Water Authority Meeting
Borough Hall, Mercersburg, PA 17236
April 16, 2026
MINUTES**

ATTENDING: Chairman Ed Twine, Vice-Chairman Jason Frey, Member Joe Creighton, Member Jacob Morgan, Water & Sewer Plant Laborer Donnie Keefer, Assistant Borough Manager Constance 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

Tiffany Black – Inquired about the potential open seat on the Water Authority and was advised to submit her interest to the office staff.

TREASURERS REPORT

MOTION: To approve March 2026 Treasure's Report was made by Morgan, seconded by Creighton, all ayes, motion carried.

MOTION: To approve March 2026 Bills Payable Report was made by Creighton, seconded by Frey, all ayes, motion carried.

MINUTES

MOTION: To approve March 19, 2026 Meeting Minutes was made by Morgan, seconded by Frey, all ayes, motion carried.

ENGINEER'S REPORT

Not scheduled to be present. Report provided for review.

Members discussed procedures regarding damaged water test bottles, notices of violation (NOVs), and late submissions.

WATER AND SEWER LABORER'S REPORT

Members discussed that over the past several weeks, water production has declined while demand remains high, raising concerns about system capacity. Reduced reservoir temperatures and decreased Buck Run Well output (from 80,000 to 60,000 gallons/day) have limited production, and the well is now running continuously without recovery time. System levels were at 27 feet as of April 16, 2026, which is low for this time of year.

Water usage from Mercersburg Academy has increased significantly, recently exceeding 50,000 gallons/day and reaching up to 61,000 gallons/day. Planned campus upgrades may further increase demand, with additional uncertainty regarding potential on-site well development. Members noted that demand is approaching system capacity earlier than expected, creating a potential imbalance. Recommended action is direct communication with Mercersburg Academy requesting a letter of intent prior to issuance of any permits. Chairman Twine will reach out to Brad Otto.

Donnie Keefer reported that the system experienced peak demand on April 16th, approaching maximum capacity. The Variable Frequency Drive (VFD) on the main pump/motor has been repaired and replaced, restoring normal operation. Marshall Industrial Technologies addressed minor electrical issues, which have been resolved. No additional operational concerns were reported at this time.

PUBLIC WORKS

Written report included.

SOLICITORS REPORT

Not scheduled to be present.

GMS REPORT

Not scheduled to be present.

Vice Chairman Frey reported that coordination continues with Gannett Fleming (GMS) on funding opportunities and project support. The Authority has been awarded \$150,000 for operational use, believed to be administered through DCED, required administrative and accounting steps are being completed.

The Johnston Lane/Rutledge Road joint grant has advanced through Representative Joyce's office and is now before the Appropriations Committee for consideration.

Vice Chairman Frey also participated in a Franklin County Council of Governments meeting and met with a DCED Deputy Secretary regarding planning assistance. A follow-up meeting is being pursued to review current and future projects, identify additional funding opportunities, and develop a phased long-term funding strategy with updated cost estimates.

MANAGER'S REPORT

Assistant Manager Creighton reported that the April 10 billing cycle has been completed, with bills issued and staff currently performing manual quality checks on the remaining hard-copy bills (approximately 5-10%). A small number of customer issues have been reported and are being reviewed and corrected as needed. E-billing notices are sent immediately upon billing, prior to completion of QC review.

The first billing cycle using the new meter reading system was successfully completed, with generally positive results. Minor issues were noted, including meter ID synchronization discrepancies between field devices and the billing system, which do not affect billing accuracy but require cleanup. Next steps include completing synchronization work, utilizing digital timestamps to improve route efficiency, and progressing toward full integration with Muni-Link within the next 1-2 months.

An account review identified a billing configuration issue dating back to 2022-2023, resulting in potential underbilling over approximately six quarters. Staff propose establishing a baseline usage and recalculating affected periods; 2024 usage appears accurate and prior notifications were provided to management and the customer.

Several borough-related accounts, including Borough Hall, offices, and the garage, are now being actively monitored, along with other facilities to track usage trends and seasonal variations.

OLD BUSINESS

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

A brief discussion was held regarding inconsistencies in the Daily Water System Report readings. Staff will be reminded of the importance of obtaining accurate readings on a daily basis.

MOTION: To join PAWARN was made by Frey, seconded by Morgan, all ayes, motion carried.

Members agreed that both Chairman Twine and Vice Chairman Frey will participate in the Proposed Joint Town Hall Meeting on June 13, 2026 at 9AM. Location is still to be determined.

Reviewing interest in the potential open MWA seat has been tabled until an official resignation has been submitted.

Member Morgan reported an update on the solar array that he has proposed stating that key constraints include ordinance limits on solar coverage and tree clearing, which may restrict usable land without variances. Parcel ownership is split among the borough, water, and sewer authorities; rather than merging parcels, a shared-use approach (IGA, easements, or leases) is more practical. The sewer authority's pending sewer plant decision is critical—reed beds may become available if a new plant is built, or remain unavailable if the existing plant is rebuilt. Site-wise, the water parcel alone is too small, the best exposure is in open northern areas, the reed beds are ideal if freed up, and the borough's 9-acre site is promising but needs review for tree clearing, access, and grading. Member Morgan will continue to research options.

Member Morgan reported that he has received an additional quote from MBE for two solar array options. The first is a smaller array located within the existing fenced area, estimated at approximately \$350,000 after applying tax credits. The second is a larger array utilizing the full open field, estimated at approximately \$1 million, with the capacity to exceed the Borough's energy needs and offset annual costs of roughly \$115,000 to \$120,000. The larger project is projected to pay for itself within seven to ten years and generate significant long-term savings. Implementation of this option would require coordination at the Borough level, including parcel consolidation and agreements among all three entities. An alternative option is also under review with Solar Resource Energy LLC, which would own and operate the system and sell power back at a reduced rate of approximately \$0.07 per kilowatt-hour; a quote for this option is still pending. Solar panels are estimated to have a lifespan of 30 to 40 years or more, with efficiency declining gradually at a rate of approximately 0.1% per year. Despite this gradual reduction, panels are expected to maintain over 80% of their production capacity after 20 years. Further updates will be provided at a future meeting.

NEW BUSINESS

MOTION: To approve payment for the invoices related to the Park Ave. Project change orders related to construction wage rates was made by Creighton, seconded by Frey, all ayes, motion carried.

MOTION: To approve High Tide Invoice #709 (\$1,594.94) was made by Frey, seconded by Morgan, all ayes, motion carried.

MOTION: To approve PSI - WTP - General - Invoice #1423 (\$389,459.26) was made by Morgan, seconded by Creighton, all ayes, motion carried.

MOTION: To approve PSI - WTP - Electrical - Invoice #1373 (\$77,400.00) was made by Creighton, seconded by Frey, all ayes, motion carried.

MOTION: To approve PSI - WTP - General - Invoice #5 (\$199,947.19) was made by Creighton, seconded by Frey, all ayes, motion carried.

MOTION: To approve customer payment plan was made by Frey, seconded by Creighton, all ayes, motion carried.

MOTION: To approve letter to PADEP requesting a construction deadline extension for the Buck Run Well was made by Frey, seconded by Morgan, all ayes, motion carried.

MOTION: To approve the purchase of a Turbidimeter from North East Technical Sales was made by Creighton, seconded by Frey, all ayes, motion carried.

Members discussed action need to provide MMP&W with an updated fire hydrant map. Members agreed to focus initial efforts on field verification of hydrants rather than flow testing or system upgrades, due to limited water capacity. Public Works and the Fire Company will coordinate to inspect each hydrant for existence, accessibility, and visible condition, and to note any units that are missing, damaged, or out of service. Existing maps, including the Gannett Fleming plans and the 1984 hydrant records, will be used as references but updated based on field findings. The goal is to produce a corrected hydrant map and a simple status list identifying hydrants as in service, needing attention, or out of service.

Members also agreed to formalize a tank level policy in coordination with MMP&W: hydrant use is permitted when tank levels exceed 20 feet and requires prior coordination when levels fall below that threshold. Office staff will prepare a letter to MMP&W outlining this policy.

A PennDOT permit has been submitted and approved for configuration work at South Park Avenue, with an effective period from April 20 through May 20.

MOTION: To approve Resolution 2026-02-W Authorizing the Opening of a Non-Interest-Bearing Account was made by Frey, seconded by Morgan, all ayes, motion carried.

CORRESPONDENCE

None

MOTION: To adjourn at 8:25 PM was made by Morgan, seconded by Frey, all ayes, motion carried.

Date Approved: 5/21/26 Motion Made By: Frey Seconded: Morgan


Borough Manager

SEAL

