Mercersburg Water Authority Meeting
Borough Hall, Mercersburg, PA 17236
September 17, 2026
MINUTES

ATTENDING: Chairman Ed Twine, Vice-Chairman Jason Frey, Member Joe Creighton, Member Jacob Morgan, Water & Sewer Plant Operator Donnie Keefer, Borough Manager Matthew Moxley, Administrative Professional Angela Alleman

ABSENT: None

GUEST(S)/PRESS: Reference Sign in Sheets

Chairman Ed Twine called the meeting to order at 7:00 pm and opened the floor to Public Comment.

PUBLIC COMMENT

Justin Smith - Congratulated the Authority on its recent grant awarding. He then raised concerns regarding public access to meeting agendas and requested clarification on when and where the September 17 agenda was posted, whether it was available by the required time, and how any agenda changes are documented. He also asked who is responsible for ensuring agendas and minutes are properly posted and what oversight occurs when posting requirements are missed. Mr. Smith also raised concerns regarding communication and accountability related to water billing and meter issues. He requested consistent public practices for posting agendas, documenting actions and votes in minutes, and providing timely, accessible updates regarding water and billing matters. Staff informed Mr. Smith that agendas are available in the Documents section of the Borough's website.

TREASURERS REPORT

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

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

MINUTES

MOTION: To approve August 20, 2026 Meeting Minutes was made by Frey, seconded by Creighton, all ayes, motion carried.

ENGINEER'S REPORT

Lance Hoover was present to assist with and provide comments regarding the Buck Run Water Treatment Plant Expansion Concept.

WATER AND SEWER OPERATOR'S REPORT

Donnie Keefer reported that plant operations continue to be somewhat challenging due to declining reservoir head pressure caused by limited rainfall, but the plant has maintained basic operating levels and is otherwise running well. Donnie presented a diagram and explained that approximately 21,120 gallons of treated water are recirculated through the plant each day for filter backwashing, filter-to-waste, and chemical feeds. Because this water is already metered, it is currently being

counted as unaccounted-for water in the annual water audit. He proposed installing a meter between the clear well and storage tank to accurately measure the volume of water actually produced and eliminate the recirculated water from production calculations. This would provide more accurate information for the Authority's water audit and DEP reporting.

PUBLIC WORKS
Written report included.

SOLICITORS REPORT
Not scheduled to be present.

GMS REPORT
Chairman Twine presented Kelly O'Connor's report, noting that the Authority was awarded a $500,000 LSA grant through Representative Chad Reichard's office. The funds will assist with replacing and updating inoperable valves and other infrastructure throughout the Borough, with the work to be completed in smaller sections over time.

MANAGER'S REPORT
No formal report was presented. Manager Moxley provided updates on old and new business items.

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

Chairman Twine expressed appreciation to residents for their efforts to conserve water and noted the improved collaboration between the Authority and MMP&W.

Mercersburg Academy presented its plans for the Central Plant Project. Brad Otto, Director of Facilities, introduced the project team, including Jimmy Weaver of BKM Engineering, the prime design consultant and mechanical engineer, and Jonathan Blasco of AMT Engineering. The team provided an overview of the project, including anticipated water usage. Mr. Weaver and Mr. Blasco led the presentation, with Mr. Otto and other Academy representatives available to answer questions.

MOTION: To approve the Mercersburg Academy Central Plant Project Land Use Permit was made by Creighton, seconded by Morgan, all ayes, motion carried.

Members will review applications as they are received to fill the current vacant Authority seat.

Members reviewed the updated Delinquent Account Report. For the January and April billings, there were 54 delinquent accounts, with 3 shut-offs completed and 2 additional shut-offs pending. For the July billing, there are currently 80 delinquent accounts.

Hayden Harbaugh of the Public Works Department presented the reasons for purchasing a 4-inch pump instead of the previously approved 3-inch pump.

MOTION: To approve the purchase of a 4-inch pump with a 3-inch adapter was made by Creighton, seconded by Frey, all ayes, motion carried.

NEW BUSINESS

Agenda Correction: Prior to the meeting, the agenda was amended to correct two invoice numbers listed under New Business: Invoice #767 was corrected to Invoice #766, and Invoice #11407 was corrected to Invoice #1470. These were clerical corrections only; no new business was added.

MOTION: To approve the purchase of a pressure washer was made by Creighton, seconded by Frey, all ayes, motion carried.

Lance Hoover explained that, in accordance with the Consent Order and Agreement, the Authority is required to submit a quarterly update report to DEP detailing the status of projects and operations. He presented the draft Third Quarter 2026 Update Report for Board approval so it can be submitted before the end of the month and maintain compliance with the reporting requirement.

MOTION: To approve submission of the Third Quarter 2026 Update Report was made by Morgan, seconded by Creighton, all ayes, motion carried.

Members discussed replacing the Authority's master meter to improve water production and usage tracking. The master meter was identified as the top priority, with a quote from Steadfast Waterworks pending. Members also discussed a remotely readable meter for Mercersburg Academy as a secondary priority.

Lance Hoover noted that the new plant project will include meters for the Zimm Well and Buck Run wells and additional process meters. Members discussed using the $500,000 LSA grant for meter replacement, engineering, and installation. Staff will confirm LSA requirements with Kelly O'Connor and whether the master meter replacement qualifies.

MOTION: To reengage leak detection and mapping services for an approximate cost of $12,000 in October 2026 was made by Frey, seconded by Morgan, all ayes, motion carried.

Members agreed that leak detection services should be conducted annually in October, prior to the winter months.

Members were informed of the upcoming Borough Bulk Trash Day, scheduled for Saturday, October 17, from 8:00 AM to 1:00 PM at 231 Oregon Street, entrance to the Johnston's Run Walking Trail.

Lance Hoover presented a conceptual plan developed following the Martin & Martin value engineering study. The existing Buck Run treatment building was determined to be structurally sound and suitable for expansion. Members reviewed a proposed 37-foot by 26-foot expansion designed to reduce the project footprint and costs while maintaining required treatment processes. The concept would allow Buck Run water to bypass filtration, while Zimm Well water would continue to be filtered. Both sources would receive pH adjustment and chlorination before entering the existing clear well. The concept is estimated to provide $1.8–$2 million in potential savings. Members discussed building configuration, construction materials, tree clearing, electrical updates, and other design considerations. Lance recommended approval of the concept for presentation to DEP.

MOTION: To accept the preliminary plan and forward it to PADEP along with the original study was made by Morgan, seconded by Creighton, three ayes, one abstain (Frey), motion carried.

Manager Moxley presented the proposed transition of the Water Operating Account from Orrstown

Bank to Truist. The move would simplify the transfer and tracking of PennVEST disbursements and other grant funds and reduce administrative delays.

MOTION: To approve the transition from Orrstown to Truist Bank was made by Frey, seconded by Creighton, all ayes, motion carried.

MOTION: To approve JHA invoice 47892 – Park Ave Project ($8,166.65) was made by Creighton, seconded by Morgan, all ayes, motion carried.

MOTION: To approve PSI Change order PSI -C006 ($40,851.61) Reconnect Water Line to Park Ave WTP was made by Frey, seconded by Morgan, all ayes, motion carried.

MOTION: To approve PSI Change order PSI -C005 ($31,370.55) Restore Street/Sidewalk/Hydrant after Park Ave WTP Connection Work was made by Creighton, seconded by Frey, all ayes, motion carried.

MOTION: To approve PSI Pay Application 5 Invoice #1491 Park Ave ($265,814.62) was made by Creighton, seconded by Frey, all ayes, motion carried.

MOTION: To approve PSI Pay Application 12 Invoice #1470 Park Ave ($326,794.21) was made by Frey, seconded by Morgan, all ayes, motion carried.

MOTION: To approve PSI Pay Application 13 R1 Invoice #1493 Park Ave ($166,983.45) was made by Morgan, seconded by Frey, all ayes, motion carried.

MOTION: To approve High Tide Invoice # 766 ($1486.93) was made by Frey, seconded by Morgan, all ayes, motion carried.

Manager Moxley presented the preliminary 2027 Water Authority Budget, which provides a baseline of projected revenues based on a proposed 20% rate increase. Moxley noted that several assumptions remain to be finalized, including personnel, benefits, workers' compensation, chemical, testing, permitting, and other operating costs associated with the new treatment plant.

Members agreed to spend time reviewing the preliminary budget over the next month. The anticipated schedule is to further develop the budget in October, finalize it for public review in November, and adopt the 2027 budget in December.

MOTION: To engage with High Tide to be involved in the Park Ave. Project start-up was made by Frey, seconded by Morgan, all ayes, motion carried.

CORRESPONDENCE
None

MOTION: To enter into Executive Session with Possible Action to be Taken at 9:22PM was made by Frey, seconded by Creighton, all ayes, motion carried.

MOTION: To resume regular meeting session at 9:49PM was made by Frey, seconded by Morgan, all ayes, motion carried.

MOTION: To adjourn at 9:50PM was made by Morgan, seconded by Creighton, all ayes, motion carried.

Date Approved: *10/15/2026* **Motion Made By**: *Frey* **Seconded**: *Creighton*

Borough Manager

SEAL

