

MERCERSBURG SEWER AUTHORITY
Borough Hall, Mercersburg, PA
February 10, 2011
7:00 p.m.
Minutes

Present: Jim Malone-Chairman, Catalin Bonciu-Vice-Chair, Jack Bickley, Doug Hoffman, Tammy Oberholzer-Borough Manager, Dawn Scheller-Assistant Borough Manager

Absent: Sam Wisner-Solicitor, Garry Brennan-Engineer

Press: None

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

Public Comments or Guests: None

Chairman Malone asked the Authority if they had any questions or concerns with the Treasurer's Report month ending January 31, 2011 and Bills Payable-January 2011 Invoice list.

MOTION: to accept the Treasurer's Report month ending January 31, 2011 and Bills Payable-January 2011 Invoice list was made by Doug Hoffman, second Jack Bickley, all ayes, motion carried.

Chairman Malone asked the Authority if they had any questions or concerns regarding the Meeting Minutes from January 13, 2011.

A question of when the Authority would receive the financing documents from the First National Bank of Mercersburg and for rate clarification. Tammy stated that the documents were expected on Friday, and First National Bank of Mercersburg was able to match F & M Trust's rate.

Minutes from January 13, 2011 were accepted as presented.

Chairman Malone asked Tammy Oberholzer to present the Engineer's Report.

Tammy Oberholzer stated that in Garry's Report he indicated that DEP requested a 60-Day Extension for the Sewer Service District Plan Update.

The I & I Investigation Park Street Sewers Project is on schedule.

Tammy Oberholzer stated that Garry Brennan has offered his services to complete the Annual NPDES Permit Renewal Application for the fee of \$3000. Tammy Oberholzer stated that the Authority would have to sign an additional Services Authorization document for this to occur. This application is due by July 30, 2011. Tammy stated that she spoke with Paul about this Application and stated that she and Paul may be able to complete it with out using Gannett Fleming's assistance. The Authority asked Tammy to check into what was paid for the previous years report and to look into what would be involved to complete the application. The Authority asked Tammy to provide them with an update at the next meeting.

The Authority asked that the Borough Office scan the newsletters that Garry provides and only forward the pertinent items to the Authority.

Chairman Malone asked for Tammy to present the Manager's Report.

Tammy Oberholzer stated that she has still not received the Academy Testing Information and that they are still receiving a surcharge. Tammy stated that she has provided the Authority with a copy of the

correspondence sent to ACS Precision requesting them to pump out the holding tank. Tammy Oberholzer stated that we still have a vacancy for the Sewer Authority and that we have not had any interest for this position, but that we are still asking. Tammy Oberholzer stated that the Personnel Committee has offered Dawn and Tammy permanent positions and the permanent positions will be voted on at the Borough Council Meeting on February 14, 2011.

Chairman Malone asked for the Secretary's Report.

Dawn Scheller stated that the Mayor communicated that the Fair Dates have changed. Due to the change, the August Meeting Date needs to be rescheduled. The August Meeting will be held on August 18, 2011. Dawn asked that all Members complete and return their State Ethics Commission Statements of Financial Interests form no later than April 15, 2011. Dawn Scheller provided the Authority with a Master Contact List for all Borough Committees and Authorities.

Chairman Malone asked for any questions or concerns regarding the New Business Item- Ceiling Installation for the Sewer Plant.

Tammy Oberholzer stated that the Sewer Plant currently does not have any type of ceiling in it. Tammy stated that it is open to the rafters and it is losing a lot of heat. By installing a ceiling and insulation, it would save the Authority money over time for energy and heating costs.

The Authority reviewed three quotes.

Metcalf Construction proposed \$4,700 for the installation of a drop ceiling with 6" Fiber Glass Insulation laid on top of the drop ceiling.

Whispering Mountain proposed \$2,000 for the installation of a drop ceiling with 6 1/2" Bat Insulation on top of the Grid.

Ed Twine Construction proposed \$4,700 for 1/2" Drywall Ceiling taped and ready for paint. He indicated that the Authority could increase the drywall to thickness to 5/8" that would change the bid to \$4,900. Ed Twine stated that if the Sewer Authority wanted the ceiling painted it would be an additional \$300.00.

The Authority discussed the positives and negatives for both a Drop Ceiling and a Traditional Drywall Ceiling. The Authority stated that the challenge with installing a drop ceiling would be that the tiles would pop out of place when the door would be opened and closed therefore still losing heating cost. The Authority determined that the energy cost savings for heating would be better if a Traditional 5/8" Drywall Ceiling were installed.

MOTION to authorize Ed Twine Construction to install a 5/8" Drywall Ceiling for \$4,900 to be paid out of the Capital Reserve Fund was made by Catalin Bonciu, second by Jack Bickley, all ayes, motion carried

MOTION to adjourn at 7:47 was made by Doug Hoffman, second by Jack Bickley, all ayes, motion carried.

Assistant Borough Manager Dawn L. Scheller transcribed these minutes from her meeting notes and tape. Respectfully submitted by Assistant Borough Manager Dawn Scheller.