

## **Sewer Authority Meeting**

Borough Hall, Mercersburg, PA

August 18, 2011

Minutes

**Present:** Jim Malone-Chair, Catalin Bonciu-Vice-Chair, William Gaunt-Secretary, Doug Hoffman, Jack Bickley, Tammy Oberholzer-Borough Manager, Dawn Scheller-Assistant Borough Manager, Lance Kegerreis-Engineer

**Absent:** Sam Wiser

**Guests:** Jon Kittredge 11 North Main Street

**Press:** None

Meeting Began at 7:00 p.m.

Chairman Malone began the meeting welcoming Jon Kittredge. Chairman Malone asked Jon to review the information regarding the challenge he had. Prior to the meeting Mr. Kittredge submitted a letter requesting the Authority for reimbursement for expenses that he incurred due to a Sewer back up. A copy of the letter was provided to the Authority along with a detailed description from the Borough Public Works Department explaining what occurred and how they proceeded after being made aware of the challenge.

The Public Works Department videoed the line and found that grease had built up and clogged the line which caused the sewage back up to the property. The Public Works Department confirmed that the integrity of the Sewer Line was fine and did not cause the challenge. The Public Works Department confirmed that the clog was due to what was being put into the line.

Mr. Kittredge explained that when he was first notified of the back up by his tenant he first contacted a plumber and a cleaning service. The expenses from those visits (approximately \$1,100) are what he would like to be reimbursed for. Mr. Kittredge explained that the clog was in the 90 degree angle going to the main line which is located under the street therefore he believes the Authority should absorb the costs.

Tammy Oberholzer explained that a resident of the Borough (when having a sewer back up) should first contact the Borough Office. Tammy also explained that in previous instances where a grease clog occurs some property owners are charged a surcharge due to what is being put in the lines one example is grease. Tammy explained that when the Borough Office was made aware of the challenge the Office sent someone over to take a look at what was going on, flush the line, video the line, and then call in an outside company to clean the line further. Tammy explained that all of those costs were absorbed by the Authority and not the property owner.

After much discussion the Authority explained that they would not make a motion to approve the reimbursement. That the Integrity of the line is fine and the cause was due to what they were putting into the line (grease) and that Mr. Kittredge should have notified the Borough Office when it first occurred. The Authority recommended that he as the property owner communicates with the tenants and inform them that they should not be putting grease down the drain.

**MOTION:** to approve the Treasure's Report month ending July 31, 2011 and Bills Payable July 2011 was made by Catalin Bonciu, second by Doug Hoffman, all ayes, motion carried.

Minutes from July 14, 2011 was accepted as presented.

Chairman Malone asked for the Engineer's Report.

Lance Kegerreis from Dennis E. Black discussed and reviewed the plans for the Park Street Sewer Rehab Project. Lance explained the phases and the costs involved with the project. He provided the Authority with copies of the information.

**MOTION: to authorize Dennis E. Black's proposal for the Park Street Project and to move forward with the details as written in the agreement was made by Doug Hoffman, second by Catalin Bonciu, all ayes, motion carried.**

The Authority asked Lance to review a Sewer Line Video that was discussed at the July 14, 2011 meeting. Lance suggested asking Mr. Rehab if they could line 10 ft. of the line as oppose to the entire line. The Borough Office would make that request and provide that information at the next Authority Meeting.

Chairman Malone asked for the Manager's Report.

Tammy Oberholzer discussed a computer work order program that could be added to the billing software. She asked that the cost of the software be split between the Water and Sewer Authority. Tammy explained that the Water Authority did not meet and she would request the same from the Water Authority at the next meeting. The cost to the Sewer Authority would be \$197.50 for the licensing and then \$60 for technical support annually.

**MOTION: to approve the purchase of the Service Order Program for USTI Software was made by Jack Bickley, second by Doug Hoffman, all ayes, motion carried.**

Tammy provided additional updates all included in her report.

Chairman Malone asked Dawn Scheller to present the Secretary Report.

Dawn Scheller stated that the Borough Office was interested in sending employees to Flagger Training. Dawn Scheller stated that there are a few options, the first being a local training where our employees would attend and receive certification cards, the second being online training which could be more difficult, and the last option to send one individual to training so they would become a certified trainer and they could train a group of employees. Dawn stated that we were interested in having the employees attend the free local training for the immediate future, but look into the train the trainer option for future.

Chairman Malone reviewed the New Business.

**MOTION: to accept and authorize the Agreement for Engineering Services between the Mercersburg Sewer Authority and Dennis E. Black was made by Jack Bickley, second by Doug Hoffman, all ayes, motion carried.**

**MOTION: to regretfully accept Jack Bickley's letter of resignation from the Mercersburg Sewer Authority was made by Catalin Bonciu, second by Doug Hoffman, all ayes, motion carried.**

Chairman Malone thanked Jack Bickley for all of the years of service that he has given to the Authority. Chairman Malone stated that he will be missed.

**MOTION: to adjourn at 8:20 p.m. was made by Doug Hoffman, second by Jack Bickley, all ayes, motion carried.**

*Assistant Borough Manager, Dawn L. Scheller, has transcribed these minutes from her meeting notes and tape. Respectively submitted by Assistant Borough Manager Dawn Scheller.*

Approved Date: \_\_\_\_\_