

Borough Hall, Mercersburg, PA  
December 8, 2011  
Minutes

**Attending:** Chairman Jim Malone, Vice-Chairman Catalin Bonciu, Secretary/Treasurer William Gaunt, Doug Hoffman, Borough Manager Tammy Oberholzer, Assistant Borough Manager Dawn Scheller

**Absent:** Dan Chayes, Sam Wisner-Solicitor, Lance- Dennis E, Black, Inc. Engineer.

Guest(s) / Press: None

Meeting began at 7pm.

Chairman Malone asked to review the Treasurer's Report and Bills Payable Invoice List.

**MOTION:** to approve the Treasurer's Report month ending November 30, 2011 and the Bills Payable November Invoice List was made by Doug Hoffman, second by Catalin Bonciu, all ayes, motion carried.

Chairman Malone asked if there were any corrections needed for the meeting minutes from the November 10, 2011 meeting.

The meeting minutes from November 10, 2011 were accepted as presented.

Chairman Malone asked if the Office had received anything from the Solicitor.

Tammy Oberholzer stated that Sam Wisner wished everyone a Happy Holiday.

Chairman Malone asked if there were any updates from the Engineer.

Tammy Oberholzer reported that Lance was unable to attend due to a family function. She stated that Dennis E. Black reported that they were out to survey the Park Street Area for the upcoming project and discovered that one of the man holes had been paved over. Tammy stated that she notified the PWD and Don Shaffer would be taking care of the issue. She stated that Lance has reported that they are on schedule and will be providing the authority with a design plan and apply for the necessary permits so that the project can begin once school dismisses for summer.

Chairman Malone asked for the Manager's Report.

Tammy Oberholzer reviewed additional information regarding sewer challenges at 13 South Main St. Tammy stated that since there was not an ownership change to date that the Authority was unable to require that the Sewer Connection Issue be resolve. Tammy stated that Sam Wisner recommended that the Authority think about waiving the tapping fees for this particular circumstance and send communication to the owners of the challenge and recommends that they make changes so that each unit has its own Sewer Connection.

**MOTION:** to approve waiving the future tapping fee for the Sewer Connection for the Properties of 9, 11, 11A, and 13 South Main Street was made by William Gaunt, second by Doug Hoffman, Catalin Bonciu abstained, remaining ayes, motion carried.

The Authority asked that Tammy write a letter on behalf of the Authority to communicate their recommendation that each property should have individual sewer connections and that the Authority has authorized the fee to be waived.

Paving provided a quote of \$3461.85, GANOE provided a quote of \$3,376.62 and P&W did not respond to the request. Tammy explained that \$2000 would be due now and then in the spring they would be back to complete remaining tasks and the remaining \$1376.62 would be due.

**MOTION: to approve GANOE's estimate #1097 for the work needing completion for the 215 South Park Street for the amount of \$2,000 was made by Catalin Bonciu, second by William Gaunt, all ayes, motion carried.**

Chairman Malone asked for the Secretary's Report.

Dawn Scheller informed the Authority that the 2012 meeting schedule was scheduled to be advertised on December 21, 2011 edition of the Journal. Dawn reported that the budget was advertised as required and the office did not receive any inquiries. Dawn Scheller provided the Authority with a copy of the 2012 Meeting Schedule and invited all to the Holiday Luncheon.

Chairman Malone reviewed the New Business.

**MOTION: to adopt the 2012 Budget with a zero increase was made by Doug Hoffman, second by Catalin Bonciu, all ayes motion carried.**

**MOTION: to authorize the payment of Annual Holiday Bonuses with the Employees to receive the following amounts after taxes; all Part-time Borough Employees and/or Part-time Police Officers \$50.00, all Full-time Borough Employees (except the Assistant Borough Manager and Borough Manager) and Police Officers including the Chief of Police to be paid \$150, the Assistant Borough Manager to be paid \$250, and the Borough Manager to be paid \$300 was made by Catalin Bonciu, second by Doug Hoffman, all ayes, motion carried.**

Chairman Malone reviewed the Correspondence included in the packet. Chairman Malone stated that the positions would rotate at the January's meeting.

**MOTION: to adjourn at 7:30 p.m. was made by Doug Hoffman, second by Catalin Bonciu, all ayes, motion carried.**

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

Approve Date: \_\_\_\_\_