

Mercersburg Sewer Authority

Borough Hall, Mercersburg, PA

June 14, 2012

MINUTES

Attending: Chairman Catalin Bonciu, Vice-Chairman William Gaunt, Secretary Treasurer Dan Chayes, Doug Hoffman, Jim Malone, and Assistant Borough Manager Dawn Scheller

Absent: Borough Manager Tammy Oberholzer, Solicitor Sam Wiser, and Engineer Lance Kegerreis

Guests: None

Press: None

Meeting began at 7:00 p.m.

Chairman Bonciu asked for public comment, no public comment was made at that time.

Chairman Bonciu asked for a motion to approve the Treasurer's Report and Invoices/Bills Payable for the month ending May 31, 2012.

MOTION: to approve the Treasurer's Report and Invoices/Bills Payable for the month ending May 31, 2012 was made by Doug Hoffman, second by Dan Chayes, all ayes, motion carried.

Chairman Bonciu asked if there were any corrections needed for the minutes from the May 10, 2012 or May 21, 2012 Special Meeting.

Both Minutes were accepted as presented.

Chairman Bonciu asked if there was anything from the Solicitor or Engineer. There was nothing to present.

Chairman Bonciu asked for the Assistant Managers Report.

Dawn Scheller provided the Authority with information regarding the Sewer Plant and recent annual services that were completed. Dawn updated the Authority stating that additional items are needed to maintain the plant. Dawn stated that the Cleveland Brothers estimate was listed under New Business and the item is necessary for the plant to function. She also stated that other items were indicated on the Chapter 94 Report and that Paul has addressed them in an email which the Authority Members received a copy of. Dawn Scheller stated that the Audit Documents were received and required signatures. She also reviewed that a Sewer Plant Tour was scheduled for Wednesday, July 11, 2012 at 1:00 for any of the Authority Members who are interested in attending. Dawn provided the authority with a copy of the Billing Clerk Job Description and also available information for available training for the Software system.

Chairman Bonciu moved on to New Business.

MOTION: to approve the estimate from Cleveland Brothers for the amount of \$2255.00 for repairs needed was made by Dan Chayes, second by Doug Hoffman, all ayes, motion carried.

MOTION: to approve Paul Sharrow to purchase and install timers and necessary equipment at the Keefer Drive Location to satisfy DEP's comments was made by Dan Chayes, second by Jim Malone, all ayes, motion carried.

MOTION: to authorize the Chairman to sign the Audit Documents provided the Chairman's questions have been answered was made by Doug Hoffman, second by Dan Chayes, all ayes, motion carried.

The Authority Members asked that the Solicitor review the 1.2 Million item on the Audit to see if the Authority would be able to refinance with the rate environment being so low. Dawn stated that she would contact Sam.

The Authority discussed the available training options.

MOTION: to approve a \$1,000 towards training costs for travel to Dallas TX for Utility Billing Training was made by Dan Chayes, second by Jim Malone, all ayes, motion carried.

Chairman Bonciu stated that the Public Works Department Report was included for everyone's review.

MOTION to adjourn at 8:00 p.m. was made by Doug Hoffman, second by Dan Chayes, all ayes, motion carried.

These meeting minutes were transcribed by Dawn L. Scheller, Assistant Borough Manager, using her meeting notes and recording of the meeting. Respectfully submitted by Dawn L. Scheller

Date Approved: _____