

**Mercersburg Sewer Authority  
Borough Hall, Mercersburg, PA  
July 9, 2015  
MINUTES**

**Attending:** Chairman Dan Chayes, Vice-Chair/Secretary/Treasurer Jim Malone, Catalin Bonciu, Jonathan (Jon) Kittredge, John Rose, Borough Manager Dawn Scheller, Assistant Borough Manager Derek Stoy

**Absent:** Engineer, Solicitor, and Plant Manager

**Guests:** Andrea Ciccocioppo, Boiling Springs

**Press:** None

Meeting was called to order at 7:00 pm with no public comments made at this time.

**MOTION: to approve the Treasurer's Report for the month of June 30, 2015 and Bills Payable for month ending June 30, 2015 was made by Jonathan Kittredge, second by Jim Malone, the Authority reviewed the Treasurer's Report and wished to see detail on the following list of expenses; 429.36, 429.20, 429.35, 429.37 at the next Authority Meeting, a vote was taken, all ayes, motion carried.**

Meeting Minutes from June 11, 2015 was accepted as presented.

There were no reports or updates from the Solicitor or Engineer.

Dawn Scheller presented her Manager's Report which included updated billing information along with a prediction for the remainder of the year using averages. She presented a meter issue where there was a meter that was reading in 100 gallons rather than the 1000 gallons that the Authority bills for. This created an account that was overbilled and she requested the Authority to reimburse the property Manager for the property of 7 Oregon Street in the amount of \$693.01. Dawn Scheller reviewed the upcoming meeting schedule and also asked that the Authority approve the Chairman to sign the 2014 Audit as presented.

**MOTION: to approve the refund for over billed amount of \$693.01 for 7 Oregon Street made payable to the property manager was made by Jim Malone, second by Jonathan Kittredge, all ayes, motion carried.**

Derek Stoy presented his Assistant Manager's Report. He reviewed the status of the Buchanan Drive Project regarding the R.O.W. Agreements for the job, along with the planning of staging material for the project. He updated that the gas monitors were ordered and received. He asked that in preparation for the Buchanan Drive Sewer Project the PWD would need access to a trench box. Derek provided the Authority with cost information to both rent and purchase one. After discussion the Authority made the following motion.

**MOTION: to authorize the purchase of a Trench Box for the amount of \$7036.00 to be paid from expense line 429.22 Major Repairs was made by Catalin Bonciu, second by Jim Malone, all ayes, motion carried.**

The Authority reviewed the Plant Manager's Report and his request for work needed at the plant.

**MOTION: to approve the Plant Manager's Request for the items and work needed for the SBR # 2; Proposal # 38743-\$2169.56, plus a crane and operator not to exceed \$500, plus an electrician for needed work, was made by Catalin Bonciu, second by Jim Malone, all ayes, motion carried.**

The Authority had no items for Old Business and moved forward to New Business.

**MOTION: to authorize the sewer account adjustment for 121 South Main Street for the amount of \$1219.72 due to a water leak that was not processed thru the sewer system was made by Catalin Bonciu, second by Jim Malone, all ayes, motion carried.**

**MOTION: to authorize Chairman Chayes to sign the 2014 Audit Documents as presented was made by Catalin Bonciu, second by Jim Malone, all ayes, motion carried.**

The Authority reviewed the PWD Report and asked that Derek Stoy place notations on the Sewer Map of work being completed. The Authority also reviewed the calendar included in the packet. No other items were brought before the Authority.

**MOTION: to adjourn at 7:38 pm was made by Jim Malone, second by John Rose, all ayes, motion carried.**

*These meeting minutes were transcribed and respectfully submitted for approval by Dawn Scheller, Borough Manager, with her meeting notes and recording of the meeting.*

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