

**Mercersburg Sewer Authority
Borough Hall, Mercersburg, PA
January 14, 2016
MINUTES**

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

Absent: Solicitor and Engineer

Guests/Press: See sign-in sheet

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

Chairman Chayes opened the floor for Nominations.

MOTION: to retain the same officers as 2015 with Dan Chayes as Chair, Jim Malone as Vice-Chair/Secretary/Treasurer and retain the same check signers as Dan Chayes, Jim Malone, and Catalin Bonciu as check signers was made by John Rose, second by Catalin Bonciu, all ayes, motion carried.

MOTION: to approve the Treasurer's Report/Bills Payable Invoice List for December 31, 2015 including the updated invoices to be paid was made by Jim Malone, second by Jonathan Kittredge, all ayes, motion carried.

Meeting minutes from December 10, 2015 were approved as presented.

There were no items from the Solicitor or from the Engineer at this time.

Dawn Scheller presented her report with the updated Sewer Billing information, request for approval for the Chairman to sign the Audit Documents for account verifications. She also discussed developing a Rental Agreement with the Borough and an Operating Agreement that would define the specifics with what is included in the rent and formalize the responsibility for employee salaries and benefits.

MOTION: to authorize the Chairman to sign the Audit Document for account verification was made by Catalin Bonciu, second by Jim Malone, all ayes, motion carried.

Derek Stoy's report included an update on Rutters and reviewed that the Engineer was in support of the Sewer Authority approving the Attachment to Sewage Facilities Planning Exemption Application Mailer as the Sewer Authority has plenty of capacity for this customer. Derek explained that that it would be an additional 3.18 connections for the Sewer Authority.

MOTION: to authorize the Chairman to sign the Sewage Facilities Planning Exemption Application Mailer was made by Catalin Bonciu, second by John Rose, all ayes, motion carried.

The Authority discussed Act 57 and when it was last completed. Derek Stoy reviewed that Act 57 can be completed every ten years and it was time for the Authority to consider. The cost for completing this would be \$3500 and the Engineer could complete.

Chairman Chayes moved on to the items listed under New Business.

MOTION: to approve the sewer adjustment for 39 East California in the amount of \$263.38 was made by Jonathan Kittredge, second by Jim Malone, all ayes, motion carried.

MOTION: to not renew the PMAA Membership for 2016 was made by Catalin Bonciu, second by Jim Malone, John Rose opposed, remaining ayes, motion carried.

No other items were brought before the Authority.

MOTION: to adjourn at 7:30 pm was made by Catalin Bonciu, second by John Rose, all ayes, motion carried.

These meeting minutes were transcribed and respectfully submitted by Dawn Scheller for approval.

Date Approved: _____