

Mercersburg Water Authority

Borough Hall, Mercersburg, PA

May 10, 2011

Minutes

Attending: Ed Twine-Chairman, Mike Myers-Vice-Chairman, Larry Nair-Secretary, Gregg Davis, Tammy Oberholzer-Borough Manager, Dawn Scheller-Assistant Borough Manager, Mark Pickering-Engineer, Don Shaffer-Public Works Department

Absent: Issa Ziadeh, Sam Wiser

Press: None

Guest: None

Chairman Ed Twine called the meeting to order at 7:00 p.m.

Chairman Twine stated that there was no public comment / guests.

Chairman Twine asked for comments/concerns regarding the Treasurers Report and Bills Payable.

The Authority stated that the collections look good.

MOTION: to approve the Treasurer's Report month ending April 30, 2011 was made by Gregg Davis, and second by Mike Myers, all ayes, motion carried.

MOTION: to approve the Bills Payable – Invoice List for the month of April 2011 was made by Mike Myers, second by Larry Nair, all ayes, motion carried.

Chairman Twine asked for comments/concerns/or changes needed for the Minutes from April 19, 2011 meeting.

MOTION: to approve the meeting minutes from April 19, 2011 was made by Larry Nair, second by Gregg Davis, all ayes, motion carried.

Chairman Twine asked if there was any information from the Solicitor. Tammy Oberholzer stated no.

Chairman Twine then asked for the Engineer's Report.

Mark Pickering presented his report. He prepared plans that he shared with the Authority to review the upcoming Mud well Expansion Project. Mark stated that he met with both Paul and Ed and received additional information that he was able to use to adjust the initial plans. Mark stated that he believed that these plans would allow the Mud well to function the way the Authority needs it to. Ed spoke about the changes and asked if the Authority members had any questions after Mark reviewed the plans. All questions were answered. Mark stated that he would have the final specs available at the June 14, 2011 meeting.

Mark Pickering provided the Authority with an update on the Tank Painting Project. Mark stated that the awarded contractor would prepare the surface before the primer and two coats of paint would go on. The Authority asked Mark to make sure that there is an inspection between each coat. Mark stated that he would like to make the bid in two categories one with out sand blasting and the other with sandblasting and then use hand tools for the hard to reach areas. Ed Twine stated that the Contractor would have to maintain the climate in the building and protect all areas from dust and paint chips. The Authority asked the original expected estimate from Garry. Tammy stated that the estimate was between \$10,000-\$15,000. Mark stated that he would forward his cost estimate to the Authority. He felt that the estimate would be higher than Garry's estimate. The Authority asked when this project would run. Mark is confident that it would be completed by Sept. The Authority authorized Gannett Fleming to move ahead with the project. Mark stated he would bring more information.

A question was asked on the timeline for the Mud well Expansion Project. Mark stated that he would have dates for the Authority at the next meeting.

Mark stated that he would continue to provide information about the Elementary School Project.

Chairman Twine asked for the Managers Report.

Tammy Oberholzer reported that the Water Plant Property Tree Removal Project is in process. The metal plates approved at last months meeting have been ordered and will be installed before May 20th. Tammy reported that it took 13 loads of shale to fill in the road due to the recent rain. Tammy stated that Rosewood Company would be responsible for maintaining the road to the original condition. Once the plates are installed, the project will begin.

Solar Panel Grant Update: Tammy stated that she provided the information that Brent Spangler from LDG Design needed. She should be hearing from them shortly and will keep the Authority updated on the project. The Authority asked Tammy to contact Brent and request that the footings for the solar panels be screw in footings as to limit the amount of soil disturbed.

H20 PA Grant: Tammy Oberholzer reported the Mercersburg Water Authority was awarded grant funding totaling \$184,340. The original grant amount that was requested was \$426,036. Tammy stated that a number of projects were listed under this grant for completion. Tammy stated that she would provide an update at the next meeting to review the projects that will be funded using the awarded dollars.

Tammy Oberholzer presented information regarding fire hydrant adapters the cost of the adapters is \$ 3,037.95. The adapters will be added to the hydrants to allow them to fit the Fire Departments hoses.

MOTION: to authorize the purchase of the adapters from LB Waters in the amount of \$3,037.95 was made by Larry Nair, second by Gregg Davis, all ayes, motion carried.

Some old pipe and copper wire was salvaged and the Authority received \$607.00 for the materials.

The New \$10 late fee has been advertised in the Journal. The late fee will be assessed to Water Customers with Balances past 60 days. Tammy stated that Tower Bank would be presenting information about accepting credit cards. Tammy will continue to provide the Authority with an update.

Chairman Twine asked for the Secretary Report.

Dawn Scheller presented update cost information regarding the Bennett Avenue Water Line Replacement. The Project would cost approximately \$27,500 and would be completed using Borough Employees. The Authority approved the additional cost information and authorized the Public Works Department to move ahead with the project.

Dawn Scheller stated that the LB Waters would be meeting with Borough Staff to review the Leak Detection Equipment options on May 18, 2011. Tammy stated that the LB Waters was expected to bring the equipment around 8:30. Chairman Twine expressed interest in the seeing the equipment. Dawn will forward the staff's preference and recommendations at the next meeting.

Dawn Scheller reported that the Public Works Department is gathering information regarding hard to reach meters or hard to read meters within the Borough. Information including cost estimates for replacing these meters will be forwarded as they are received.

The Authority asked for an update on the Fire Hydrants. Dawn stated that she would provide the Authority with an update at the next meeting.

Chairman Twine asked for any Old Business Discussion.

The Water Authority determined that the RFP for Engineering Services would be sent out in August seeking bids for the 2012 year. The Authority would review the information submitted in September and then select before the New Year.

Chairman Twine asked if anyone had any new business for discussion. The Authority's lock box was a discussion. The Authority authorized Ed Twine, Larry Nair and Tammy Oberholzer to be allowed to authorize the lock box, but would request that two of the three be present. Tammy stated that she would speak to the bank to make that happen. The Authority would like all Deeds and all important documents to be placed back in the lockbox.

Chairman Twine asked if anyone had anything else.

MOTION: to adjourn at 8:23 p.m. was made by Mike Myers, second by Larry Nair, all ayes, motion carried.

These minutes transcribed by Borough Secretary Dawn L. Scheller from her meeting notes and her recorded tape of the meeting.

Respectfully submitted by Borough Secretary, Dawn L. Scheller

Date Approved: 6/14/2011 Motion made by: Larry Nair Second made by: Gregg Davis

Dawn L. Scheller