

Mercersburg Water Authority

Borough Hall, Mercersburg, PA

September 13, 2011

Minutes

Attending: Chairman Ed Twine, Secretary Larry Nair, Gregg Davis, Borough Manager Tammy Oberholzer, Assistant Borough Manager Dawn Scheller, Don Shaffer-Public Works Director, Dennis E. Black Engineers-Lance and Brad Stake

Guest: None

Press: None

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

Chairman Twine asked the Water Authority Members to review the Treasurer's Reports ending July 31, 2011 and August 31, 2011.

MOTION: to approve the Treasurer's Reports for the months ending July 31, 2011 and August 31, 2011 was made by Larry Nair, second by Gregg Meyers, all ayes, motion carried.

Chairman Twine asked to review the Bills Payable Invoice Lists for the months of July and August,

MOTION: to pay the Bills Payable Invoice Lists for the months of July 2011 and August 2011 was made by Larry Nair, second by Gregg Davis, all ayes, motion carried.

Chairman Twine asked for information as to what has been spent on the Bennett Avenue Project.

Dawn Scheller stated that she would get the information to Ed and include it in her next Secretary's Report.

Chairman Twine asked to review the Minutes from July 14, 2011 meeting.

MOTION: to accept the Minutes from the July 14, 2011 meeting was made by Gregg Davis, second by Larry Nair, all ayes, motion carried.

Chairman Twine asked if Tammy Oberholzer had received any information from Sam Wiser. Tammy stated that she did not.

Tammy Oberholzer introduced the two Engineers from Dennis E. Black.

The Engineers provided information regarding the Tank Painting Project. They provided the Authority with a copy of the documents and discussed the project with the Authority Members in great detail. They stated that the Authority would not need to obtain a permit for this project. Dennis E. Black stated that the proposed cost would include the final inspections. The Engineers unfortunately was not able to use Gannett Fleming's final specs as they were missing even the measurements on the documents. A copy of the document is included in the packet.

MOTION: to authorize the Engineering Agreement between the Mercersburg Water Authority and Dennis E. Black for Engineering Services was made by Larry Nair, second by Gregg Davis, all ayes, motion carried.

Chairman Twine asked for a motion to move forward with the tank painting project and approving it to be advertised.

MOTION: to authorize the Agreement with Dennis E. Black for the Tank Painting Project and approve it to be advertised was made by Gregg Davis, second by Larry Nair, all ayes, motion carried.

Dennis E. Black reviewed the Filter Plant Performance Evaluation with the Authority. Dennis E. Black suggested that the Authority authorize a Media Study and a Back Wash Study. They believe that the two studies would provide valuable information for the planning of the of the Mudwell Project. The Authority asked what the cost would be for the two studies and the estimated time for the studies. The cost of the two studies would total \$10,000.00 and would take approximately 2-3 months. The Authority discussed the project and the benefits of the studies and the financing of the project. The Authority Members discussed other projects such as

the Timber and Solar Panel Projects. The Authority asked for an update regarding the H2O grant and the money that has been spent and how much should they be expecting for reimbursements. Tammy stated that she would get the information for the Authority Members.

MOTION: to authorize two studies; the Media Study and Backwash Study for the Mudwell Project for a total cost of \$10,000 was made by Larry Nair, second by Gregg Davis, all ayes, motion carried.

Chairman Twine asked Tammy Oberholzer for her Manager Report.

Tammy Oberholzer reviewed her Manager's Report. Tammy Oberholzer announced the four bids received for the Solar Panel Project. She reviewed that ASCOM was the lowest responsible bidder for a total of \$ 127,584.00. Tammy Oberholzer stated that she is waiting for the updated project schedule from ASCOM and she has submitted invoices for reimbursement. Tammy stated that she will monitor this project and submit an extension request if necessary.

MOTION: to award the Solar Panel Bid to ASCOM was made by Gregg Davis, second by Larry Nair, all ayes, motion carried.

Tammy reviewed information regarding the Bridge at the Water Plant. Chairman Twine was present for the meeting and provided the Authority with information. Chairman Twine asked Tammy to speak with Sam Wiser and Barry about which method would be best for the Authority to obtain ownership.

Tammy Oberholzer reviewed information regarding software for tracking Service Orders.

MOTION: to authorize the purchase of software from USTI for tracking Service Orders with the cost split between the Water and Sewer Authority at a cost of \$197.50 for licensing and \$60.00 for annual support each was made by Gregg Davis, second by Larry Nair, all ayes, motion carried.

Tammy Oberholzer reviewed information regarding the Turbidimeter at the Water Plant. The Water Authority discussed the estimate received.

MOTION: to authorize the purchase of Turbidimeter for the Water Plant for a total cost of \$1578.95 HACH quote # 309807467 was made by Larry Nair, second by Gregg Davis, all ayes, motion carried.

Tammy Oberholzer spoke about the water feed pump. This pump has not been replaced for 8-10 years. Tammy reviewed that the installation could be performed by Paul Sharrow. The Water Authority reviewed the information.

MOTION: to authorize the purchase of a water feed pump for a total of \$1,100.00 was made by Gregg Davis, second by Larry Nair, all ayes, motion carried.

Tammy Oberholzer reviewed other information regarding the Water Plant. The Authority discussed the importance of being proactive. Tammy Oberholzer stated that she has asked both Don Shaffer and Paul Sharrow for a list of items that may need replacement or attention in the next coming years so that the Authority can plan for the upcoming expenses.

Chairman Twine asked for the Secretary's Report.

Dawn Scheller provided information regarding the Leak Detection Equipment, a brief update on the Bennett Avenue Project and stated that she would have cost information at the next meeting. Dawn Scheller presented information about needing to purchase an additional fire hydrant for a cost of approximately \$3,000.00. Dawn stated that the Authority did not have to purchase a new hydrant for Linden Avenue and the Public Works Department was able to repair both of the hydrants on Linden Ave. Dawn Scheller stated that she would contact Ross Valves about a reoccurring problem that we have been having with the Pallet Valves received from them. Dawn Scheller stated that she would have an update for the Authority at the next meeting.

MOTION: to approve the purchase of a fire hydrant was made by Gregg Davis, second by Larry Nair, ally ayes, motion carried.

Chairman Twine reviewed the item under New Business.

MOTION: to authorize the Developers Agreement between the Mercersburg Water Authority and the Tuscarora School District was made by Larry Nair, second by Gregg Davis, all ayes, motion carried.

MOTION: to approve the purchase of a new computer for the Billing Clerk to be split between Water and Sewer Authorities was made by Larry Nair, second by Gregg Davis, all ayes, motion carried.

MOTION: to regretfully accept the resignation of Mike Myers was made by Larry Nair, second by Gregg Davis, all ayes, motion carried.

The Authority reviewed the correspondence.

MOTION: to adjourn at 9:00 pm was made by Gregg Davis, second by Larry Nair, all ayes, motion carried.

*These minutes transcribed by the Borough Secretary, Dawn L. Scheller, from her notes and a recording of the meeting.
Respectfully submitted by Borough Secretary, Dawn L. Scheller*

Date Approved: _____ Motion made by: _____ Second made by: _____