

Mercersburg Water Authority

Borough Hall, Mercersburg, PA

March 13, 2012

Minutes

Attending: Chairman Ed Twine, Secretary/Treasurer Larry Nair, Gregg Davis, Borough Manager Tammy Oberholzer, and Assistant Borough Manager Dawn Scheller

Absent: Engineers: Lance Hoover and Brad Stake

Press: None

Guest(s): None

Chairman Twine called the meeting to order at 7:00 p.m. and asked for any Public Comment, there was none.

Chairman Twine asked for a motion to approve the Treasurer's Report.

The Authority reviewed the report and they were questioning why the Electric Bill has been high. They are hoping with the weather being nicer and the work being completed on the plant that the electric bill will begin to decrease. Tammy stated that the Authority should begin to receive credits from the power company for the Solar Panels.

MOTION: to accept the Treasurer's Report was made by Larry Nair, second by Gregg Davis, all ayes, motion carried.

Chairman Twine asked for a motion to approve the Bills Payable List.

MOTION: to approve the Bills Payable Invoice List for the month of February was made by Larry Nair, second by Gregg Davis, all ayes, motion carried.

Chairman Twine asked for a motion to approve the Meeting Minutes from February 7, 2012.

MOTION: to approve the meeting minutes for the February 7, 2012 was made by Gregg Davis, second by Larry Nair, all ayes, motion carried.

Chairman Twine asked if there was any information from the Solicitor.

Tammy Oberholzer reviewed a memo from Sam Wiser, Solicitor, about his recommendations on the Solar Panel Energy Credit Contract through Knollwood Energy, LLC. Tammy stated that this was an item on the Agenda under New Business.

Chairman Twine asked if there was anything from the Engineers.

Tammy reviewed that the Engineer was awaiting the decision to move ahead on the Mud Well Project. Tammy also stated that the Water Lines up at the Water Plant were not located where they thought them to be and this was a challenge for the Timber Cutters. Tammy Oberholzer stated that this information would also be needed for the Mud Well Project and asked that the Engineers perform a survey to find out the locations of the lines. The Authority discussed the Mud Well Project and the permitting process.

MOTION: to authorize Dennis E. Black to move forward on the Mud Well Project, Survey, and begin the permitting process was made by Larry Nair, second by Gregg Davis, all ayes, motion carried.

Chairman Twine asked for the Manager's Report.

Tammy Oberholzer reported that the Grant Funds for the Solar Panel Project have not been deposited, but that it was approved and she received confirmation that the funds would be deposited within six weeks. Tammy reviewed a memo about the logging project which was provided to the Authority Members for review. Tammy reviewed information regarding the Glessner Service Agreement Contract that was included in the packets. Tammy reviewed that the first service call for Borough, Water or Sewer locations would be billable, but any remainder calls would be covered under the agreement. Tammy reviewed that in 2011 we paid about \$1000 for service calls and they bill for every ½ hour.

MOTION: to approve the Glessner Alarm & Communication Proposal totaling \$530.00 was made by Gregg Davis, second by Larry Nair, all ayes, motion carried.

Tammy Oberholzer reviewed information regarding Loan Payments for the Sewer and Water Authorities. After discussion it was determined to have the Water Authority Loan payment to be drafted automatically from the account and the future loan that the Authority will be obtaining will also have the same payment method.

MOTION: to authorize the Authority's Mercersburg Bank Loan Payment to be made by automatic transfer on a monthly basis and that any documents needed would be signed by the Authority was made by Larry Nair, second by Gregg Davis, all ayes, motion carried.

Tammy Oberholzer reviewed the progress on the Water Plant Clean up. Chairman Twine stated that the painting is occurring during the normal day activities while the plant is being operated. Chairman Twine calculated the hours spent to date and believes that the Authority has saved money by having staff completing the project. It was stated that the plant looks better.

Chairman Twine received a proposal for having the outside of the building power washed and painted for the amount of \$4800. Chairman Twine stated that he believed that this was a good estimate. The company's name is Dean Walker Painting and Wallpapering.

MOTION: to authorize Dean Walker Painting and Wallpapering to power wash the outside of the plant building and paint for the cost of \$4800 was made by Gregg Davis, second by Larry Nair, all ayes, motion carried.

Tammy Oberholzer reviewed accounts that are listed under Dorsey Builders and asked for direction from the Authority as to how to proceed. Tammy reviewed that the accounts have not had any usage and just receive a minimum fee. The Authority discussed whether the tap fee had been paid and if the delinquent amount would be able to be reimbursed from the Bond that recalled. Tammy Oberholzer stated that she would look into it and report back to the Authority.

MOTION: to delete the Dorsey Builder account delinquent of \$139.69 contingent upon the tap fee payment and information found by Tammy Oberholzer was made by Larry Nair, second by Gregg Davis, all ayes, motion carried.

Chairman Twine asked for the Secretary's Report.

Dawn Scheller reviewed that she updated the Fee Schedule with an increase of 3% on the Salary Costs and added two new pieces of equipment that are available to be used.

MOTION: to approve the Fee Schedule 2012-1-W was made by Larry Nair, second by Gregg Davis, all ayes motion carried.

Dawn Scheller reviewed that the Property Committee had reviewed and recommended to Council that all property owned by the Borough should be appraised to ensure proper insurance coverage. Council approved it contingent upon the Water and Sewer sharing the cost. After discussion the Water Authority chose not to act on this Agenda item at this time.

Chairman Twine asked to move on to the New Business Item on the Agenda.

MOTION: to approve the Knollwood Energy, LLC. SREC Sale and Purchase Agreement was made by Gregg Davis, second by Larry Nair, all ayes, motion carried.

Chairman Twine stated that the Public Works Department Report was included for everyone's records.

MOTION: to adjourn at 8:11 pm was made by Larry Nair, second by Gregg Davis, all ayes, motion carried.

These meeting minutes were transcribed by Borough Secretary, Dawn I. Scheller, from her meeting notes and a recording of the meeting. Submitted by Borough Secretary, Dawn L. Scheller.

Date Approved: _____ *Motion Made By:* _____ *Second By:* _____