

Mercersburg Water Authority

Borough Hall, Mercersburg, PA

June 19, 2012

Minutes

Attending: Chairman Ed Twine, Secretary/Treasurer Larry Nair, Gregg Davis, Assistant Borough Manager Dawn Scheller, Engineer Brad Stake and Lance Hoover

Absent: Borough Manager Tammy Oberholzer, and Solicitor Sam Wiser

Guests/Press: None

Meeting began at 7:00 pm.

Chairman Twine asked for Public Comment, there was none.

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

MOTION: to approve the Treasurer's Report for the month ending May 31, 2012 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 for May 2012.

MOTION: to approve the Bills Payable/Invoice List for May 2012 and include the Invoice from Barry Best for the DCNR Boundary Line work was made by Larry Nair, second by Gregg Davis, all ayes, motion carried.

Chairman Twine asked for a motion to approve the minutes from May 8, 2012 meeting.

MOTION: to approve the Meeting Minutes from May 8, 2012 was made by Gregg Davis, second by Larry Nair, all ayes, motion carried.

Chairman Twine asked the Engineers to present the Mudwell Project information.

Brad Stake and Lance Hoover distributed and reviewed the plans that were provided to the Authority Members. The Engineers stated that the current Mudwell is approximately 20,000 gallons in size and they have evaluated the process and have found that the plant needs a 38,000 gallon Mudwell to have the plant function as it should. They reviewed the plans in detail and provided the Authority Members a copy of the plans. The plans if approved by the Authority would be submitted to DEP for the Permit and once approved the project would be put out for bid. They were hopeful that the DEP permit would be submitted before the next Authority meeting, approved within 30 days and then out for bid in August. The Authority Members asked questions about the project regarding the Geothermal System, the depth of the tank and how deep/portion would be placed underground. The Authority recommended a few alterations to the plan and asked the Engineer to have the final plans at the next Water Authority Meeting held on July 10, 2012.

MOTION: to approve the Chairman to sign and authorize the submission of the Permit documents to DEP as long as the Chairman approves the plans and alterations discussed, was made by Larry Nair, second by Gregg Davis, all ayes, motion carried.

Engineers left the meeting at 7:55 p.m.

Chairman Twine asked for the Assistant Managers Report.

Dawn Scheller provided information regarding the financial information for outstanding bills and final bills. Dawn provided the Authority a copy of the Audit that was completed for the 2011 year and stated that it was listed under New Business for authorization of the Chairman to sign the necessary audit documents. Dawn Scheller provided a copy of the Job Description for the Billing Clerk Position, a copy of the Fire Hydrant Flushing Report, and information regarding the Solar Panels. Dawn Scheller provided the Authority with information regarding the Water Quality Report that was required to be sent to water customers. Dawn asked for a motion to approve postage costs for this report, and stated that this item was listed under New Business. Dawn Scheller provided information regarding the necessary meter changes that occurred and stated that there were approximately 16 still outstanding. Dawn provided information on the Electricity usage at the plant, a scheduled PennDOT road project and available utility billing training information.

Chairman Twine moved on to the New Business Items.

MOTION: to authorize the Chairman to sign the Audit Documents was made by Larry Nair, second by Gregg Davis, all ayes, motion carried.

MOTION: to approve the postage for the Water Quality Report was made by Larry Nair, second by Gregg Davis, all ayes, motion carried.

MOTION: to enter into executive session at 8:10 for legal matters with possible action to be taken was made by Larry Nair, second Gregg Davis, all ayes, motion carried.

Resumed regular session at 8:45 p.m.

MOTION: to authorize the Solicitor to negotiate the Gannett Fleming Invoices and will authorize payment up to 50% of the total cost was made by Larry Nair, second by Greg Davis, all ayes, motion carried.

MOTION: to authorize the Assistant Borough Manager to attend the Utility Billing Training and match up to \$1,000 for costs and expenses was made by Gregg Davis, second by Larry Nair, all ayes, motion carried.

Chairman Twine reviewed the correspondence.

MOTION: to adjourn at 8:55 p.m. was made by Larry Nair, second by Gregg Davis, all ayes, motion carried.

These meeting minutes were transcribed using Dawn Scheller's notes and recording of the meeting. Respectfully submitted by Dawn Scheller, Assistant Borough Manager.

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