

**Mercersburg Water Authority
Borough Hall, Mercersburg, PA
June 9, 2015
MINUTES**

Attending: Chairman Ed Twine, Vice-Chairman Jason Frey, Secretary/Treasurer Larry Nair, Gregg Davis, Ed Meyers, Borough Manager Dawn Scheller, Assistant Borough Manager Derek Stoy

Absent: None

Guests/Press: None

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

MOTION: to approve the Treasurer's report for the Month ending May 31, 2015 was made by Gregg Davis, second by Larry Nair, all ayes, motion carried.

MOTION: to approve the Bills Payable /Invoice List including updated list for the month ending May 31, 2015 was made by Larry Nair, second by Ed Meyers, all ayes, motion carried.

MOTION: to authorize the transfer of \$50,000 from the operating fund to the reserve fund was made by Gregg Davis, second by Jason Frey, all ayes, motion carried.

MOTION: to approve the meeting minutes as presented from the May 12, 2015 meeting was made by Ed Meyers, second by Larry Nair, all ayes, motion carried.

Chairman Twine asked if there was anything from the Solicitor. Dawn Scheller noted that the Solicitor would be present at the next Water Authority meeting scheduled in July.

Chairman Twine asked if there was anything from the Engineer. Derek Stoy reported that they had a pre-inspection meeting at the dam. Authority members asked if that was part of the inspection fee authorize. Derek reported that he believed so that the meeting was just so the inspector could familiarize himself with the site and information. The actual inspection would be completed in early July and a copy provided to the Authority before submitted to DEP. There was nothing additional from the engineer.

Chairman Twine asked for the Manager's Report. Dawn Scheller included information about the Joint Equipment Fund and also provided the Authority to review a possible inspection ordinance that the Sewer Authority is also considering. Dawn asked the members to review and bring back any changes that they wish to be made to the ordinance both in the wording and on the forms. Dawn Scheller provided information regarding monies owed to the Authority. She reported that there were a couple of accounts shut off. The Authority asked that she bring back the details to the next Authority Meeting. Dawn provided a copy of notes from the Personnel Committee meeting along with noting the Auditor would be present at the Finance Committee meeting scheduled for June 16, 2015 at 1 pm.

The Authority discussed scheduling a Joint Authority Meeting for both Water and Sewer to meet and discuss any items brought before them. The Authority agreed that Ed would contact Dan and schedule a meeting and have the Borough Office proceed with the advertisement.

Chairman Twine asked for the Assistant Manager's Report. Derek Stoy provided bid information for concrete restoration. The Authority received two bids; 1) Pro's Concrete, Fayetteville PA – Remove/Replace Curb \$100 LF, and Remove/Replace Walk \$25 SF; 2) Lopez Concrete, Mercersburg PA- Curb \$ 28.89, and Sidewalk \$6.93 SF. Derek reported

that all the curb boxes were replaced as needed and yard restoration would be completed by the PWD after the concrete work was done.

MOTION: to authorize Lopez Concrete to complete the restorations needed from the Curb Box Replacement project was made by Gregg Davis, second by Larry Nair, all ayes, motion carried.

Derek Stoy reviewed that the meter replacement notices would be distributed this month during meter readings and the residents would contact the office to schedule the appointments. Derek reviewed Don Shaffer’s plan to install valves throughout the Borough (this included a map of the Borough). He reviewed the materials that the PWD has in stock and what items would need to be purchased. After discussion the Authority agreed that the PWD should utilize what they have in inventory and report back on the progress. They Authority noted the short timeline and Dawn Scheller noted that the PWD has some sewer repair work that needs to be completed. Derek Stoy believes the items will be completed and would keep the Authority informed of the progress. Derek also provided a report of three fire hydrants that are not in service. He stated that the Fire Department is aware of the locations and would provide the Authority with an update at the next meeting. The Authority also discussed the recent water leak on Carmack Ct.

Chairman Twine asked if there was anything for Old or New Business. He noted the PWD Report was included in the packet for review. No items were brought before the board.

MOTION: to adjourn at 8:06 pm was made by Gregg Davis, second by Jason Frey, all ayes, motion carried.

These meeting minutes have been transcribed and respectfully submitted for approval by Dawn Scheller with the use of her meeting minutes.

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