

**Mercersburg Water Authority  
Borough Hall, Mercersburg, PA  
November 10, 2015  
MINUTES**

**Attending:** Chairman Ed Twine, Vice-Chairman Jason Frey, Secretary-Treasurer Larry Nair, Ed Meyers, and Borough Manager Dawn Scheller

**Absent:** Member Gregg Davis, Assistant Manager Derek Stoy, Solicitor, and Engineer

**Guests/Press:** NONE

Chairman Twine called the meeting to order at 7:00 pm with no Public Comments made.

**MOTION: to accept the Treasurer's Report for the month ending October 31, 2015 was made by Jason Frey, second by Larry Nair, all ayes, motion carried.**

**MOTION: to approve the Bills Payable and Invoice List for the month ending October 31, 2015 was made by Ed Meyers, second by Jason Frey, all ayes, motion carried.**

**MOTION: to approve the meeting minutes from the October 13, 2015 Joint Water/Sewer Meeting as presented was made by Larry Nair, second by Jason Frey, all ayes, motion carried.**

Dawn Scheller presented the Manager's Report that included the monthly billing information and the amount due to the Water Authority. She provided the Authority with a proposed 2016 budget for discussion and action to advertise. Dawn Scheller relayed the information the Derek Stoy has received confirmation from PA Department of Labor and Industry that the Borough's Workplace Safety Committee was approved and the Borough will receive a discount of 5% on the Workman's Comp rate and that the new truck was delivered and is in use. Dawn Scheller provided information regarding two larger meters that she has recommended to be replaced. One is for the Academy, she noted that there is a small leak occurring in the pit, and no one is sure how old the meter is. The second meter is at the daycare, which has received lower readings than before. She suggested that as part of next years budgeted meter replacement funds that those meters be purchased and lesson the amount of residential meters ordered. Dawn Scheller also provided copies of the meeting notes from the Personnel Committee Meeting Monday, November 9, 2015 for their records.

**MOTION: to authorize the purchase of the items on Quote numbers: 2056740 and 2057092 and the remaining meter replacement funds to place an order for meters with the remaining budgeted funds was made by Larry Nair, second by Jason Frey, all ayes, motion carried.**

The Water Authority Members discussed the proposed budget, they reviewed that the Authority has raised the rates for the last three years due to the MUDWELL Project. They discussed that they should have a comfortable amount in the operating fund, where they would not raise rates, however keep a close watch on expenses. They discussed the proposed employee 1.5 % merit increase (for non-uniformed employees who obtain an 85% or higher) along with the proposed 1.5% COLA increase and agreed it was appropriate. The Authority Members noted that the Employees will start to pay a percentage of the health benefits beginning January 2016.

**MOTION: to approve to advertise the 2016 Proposed Budget with a zero percent water rate increase for customers, this budget includes the proposed non-uniformed employee raises of 1.5% COLA and 1.5% Merit for Non-Uniformed Employees who achieve an 85% or greater on the evaluation was made by Larry Nair, second by Jason Frey, all ayes, motion carried.**

**MOTION: to enter into executive session for personnel matters with possible action to be taken at 7:57 pm was made by Jason Frey, second by Larry Nair, all ayes, motion carried.**

Regular session resumed at 8:48 pm.

Water Authority Members discussed the last item from the Personnel Committee Meeting which was the Thank You Appreciation Meal. They felt that it is worth-while event and approved a \$200 budget for such. They made the suggestion that the time of day be in the evening rather than during the day but did not make it a stipulation.

**MOTION: to adjourn at 8:49 pm was made by Ed Meyers, second by Jason Frey, all ayes, motion carried.**

*Theses meeting minutes were transcribed and respectfully submitted for approval by Dawn Scheller with the use of her meeting notes.*

Date Approved: \_\_\_\_\_ Motion made by: \_\_\_\_\_ Second: \_\_\_\_\_