

**Mercersburg Water Authority
Borough Hall, Mercersburg, PA
December 8, 2015
MINUTES**

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

Absent: Member Gregg Davis

Guests: Zane Clovonger: 7705 Valley Lump Road, St. Thomas; Joseph Darlin: 3 Wetherill St., New Philadelphia

Press: None

Meeting was called to order at 7:00 pm. Chairman Twine welcomed the guests and opened the floor for Public Comment, no Public Comments were made at this time.

MOTION: to approve the Treasurer's Report for the month ending November 30, 2015 was made by Larry Nair, second by Ed Meyers, all ayes, motion carried.

MOTION: to approve the Bills Payable List for the month ending November 30, 2015 was made by Jason Frey, second by Larry Nair, all ayes, motion carried.

MOTION: to approve the meeting minutes from November 10, 2015 was made by Ed Meyers, second by Larry Nair, all ayes, motion carried.

There was nothing to report from the Solicitor.

The Engineer would be present at the meeting following Ed Twine and Derek Stoy's visit to the Water Plant to review the dam.

There was nothing to report from the Plant Manager.

Dawn Scheller provided the Manager's Report which included the remaining amount owed to the Water Authority. She reviewed that the bills were due the 10th and the late charges would be added with the shut off to be December 29, 2015. This would allow the Authority to collect the majority of funds owed for 2015. Dawn discussed the accounts that have an outstanding balance.

MOTION: to authorize Dawn Scheller to send a letter to the properties which owe past balances on accounts and work with the Solicitor to begin the collection process was made by Larry Nair, second by Jason Frey, all ayes, motion carried.

Dawn Scheller provided a copy of the budget which is up for adoption and provided the members with a schedule for upcoming meetings.

Derek Stoy presented the Assistant Manager's report where he updated the Authority on the status of the new truck and was waiting on an estimate for brackets installation to keep the truck organized. He reviewed the recent purchases and has set a goal to run efficient and clean for 2016.

Chairman Twine moved on to the other items listed on the Agenda.

MOTION: to approve the Water Authority 2016 Budget as presented with a 0% increase was made by Larry Nair, second by Jason Frey, all ayes, motion carried.

MOTION: to authorize the payment of Holiday Bonuses to all Non-Uniformed Employees as follows; Non-Uniformed Full-Time Employees to receive \$250.00 each, and the Non-Uniformed Part-Time Employee to receive \$125.00 was made by Larry Nair, second by Jason Frey, all ayes, motion carried.

Chairman Twine noted the Public Works Department Report was available on request.

MOTION: to adjourn at 7:45 pm was made by Ed Meyers, second by Larry Nair, all ayes, motion carried.

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

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