

**Mercersburg Water Authority
Borough Hall, Mercersburg, PA
May 10, 2016
MINUTES**

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

Absent: Member Gregg Davis, Solicitor, and Engineer

Guests/Press: None

Meeting was called to order at 7:00 pm with no public comments made.

MOTION: to approve the Treasurer's Report for the month ending April 30, 2016 was made by Larry Nair, second by Jason Frey, all ayes, motion carried.

MOTION: to approve to pay the bills on the Bills Payable/Invoice sheets for the month ending April 30, 2016 was made by Jason Frey, second by Larry Nair, all ayes, motion carried.

MOTION: to approve the April 12, 2016 Meeting Minutes as presented was made by Larry Nair, second by Jason Frey, all ayes, motion carried.

Derek Stoy presented two quotes for repairs at the Water Plant. The first was an estimate for a drain valve at a cost of \$102.00. Derek provided his recommendation to replace the drain valve and see if that corrects the issues with the air dryer for the backwash pump. Derek explained to replace the item it would cost \$1,050.00.

MOTION: to approve the purchase of a drain valve from Penn-Air/PNEU-Force for the cost of \$102.00 was made by Jason Frey, second by Larry Nair, all ayes, motion carried.

Derek explained that the FLOCK Tank has a small pinhole in it and it is leaking. Derek Stoy provided an estimate to replace the plastic tank as there is no way to repair the hole.

MOTION: to approve the purchase of a 200 gallon Nalgene tank at a cost of \$720.43 from AETNA Plastics Corps. Was made by Jason Frey, second by Larry Nair, all ayes, motion carried.

Dawn Scheller provided her Manager's Report which included information on the amount due to the Authority of \$65,440.06 with the quarter bills due June 10, 2016. Dawn Scheller provided the Authority with information on the recent FPPE, a copy of the Operating Permit for the Mudwell, and Personnel Committee notes from the May 9, 2016 meeting.

Derek Stoy provided his Assistant Manager's Report which included the schedule of Hydrant Flushing to occur between May 16th-May 27th. He also provided that Authority Members with paving cost for a repair due to a service water leak.

MOTION: to approve the paving repair cost of the service leak on Buchanan Trail West at a cost of \$2,000 by McCulloh Paving was made by Larry Nair, second by Jason Frey, all ayes, motion carried.

Derek Stoy provided the Authority Members with information about an annual cost per square foot for paving repairs. He noted that the 2015 price obtained from GANOE Paving was at a cost of \$8.60 a square foot. McCulloh has provided a 2016 price of \$4.95 a square foot if the Authority is willing to allow the Borough to purchase the paving material for the jobs, the PWD complete the prep work, and provide traffic control if needed.

MOTION: to approve Robert McCulloh to pave all Water Authority Patches through the end of 2016 at a \$4.95 square foot cost as long as the Borough purchases the paving, the PWD completes the prep work, and also maintains traffic control made by Larry Nair, second by Jason Frey, Jason asked about Bid Limits, Dawn provided the Authority Members with the 2016 bid limits, which is any purchases/contracts less than \$10,500 require no formal bidding or written/telephonic quotes, a vote was taken, all ayes, motion carried.

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

MOTION: to approve the USTI Software upgrade at a cost of \$147.50 was made by Jason Frey, second by Larry Nair, all ayes, motion carried.

MOTION: to authorize Dale Metcalfe to complete the concrete curb box restoration work at a cost of \$150.00 was made by Larry Nair, second by Jason Frey, all ayes, motion carried.

MOTION: to authorize Dennis Black to conduct a media study and provide the Authority with a written report at a cost of \$2,000 was made by Larry Nair, second by Jason Frey, all ayes, motion carried.

MOTION: to adjourn into executive session for possible litigation and personnel matters at 7:56 pm was made by Larry Nair, second by Jason Frey, all ayes, motion carried.

Resumed regular session at 9:02 pm with no actions to be taken.

MOTION: to adjourn at 9:02 pm was made by Larry Nair, second by Jason Frey, all ayes, motion carried.

These meeting minutes were transcribed and respectfully submitted by Dawn L. Scheller with the use of her meeting notes and audio recording.

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