

**Mercersburg Water Authority
Borough Hall, Mercersburg, PA
October 19, 2017
MINUTES**

Attending: Chairman Ed Twine, Vice-Chairman Larry Nair, Doug Hoffman, Borough Manager Dawn Scheller, and Assistant Borough Manager Derek Stoy

Absent: Secretary/Treasurer Larry Nair, Member Gregg Davis, Solicitor, and Engineer Representative

Guests/Press: None

Chairman Twine called the meeting 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 September 30, 2017 was made by Doug Hoffman, second by Jason Frey, all ayes, motion carried.

MOTION: to approve the Bills Payable/Invoice List for the month ending September 30, 2017 was made by Jason Frey, second by Doug Hoffman, all ayes, motion carried.

MOTION: to approve the September 21, 2017 Meeting Minutes as presented was made by Doug Hoffman, second by Jason Frey, all ayes, motion carried.

There was nothing to report from the Solicitor.

Lance Hoover prepared a memo for the Water Authority Members to review concerning the filter upgrades proposed at the Water Plant. Lance Hoover was not present at tonight's meeting, but would be present at the November Water Authority Meeting. The Authority Members discussed the desire to update the filters using VFDs.

Dawn Scheller reviewed her Borough Manager's Report which included the funds due to the Authority of \$97,531.35. She estimates that the Authority will meet the budgeted water sales for 2017. She provided the Authority with information on the annual pension plan contribution and nothing was due from the Authority to be paid at this time. She reviewed that the minimum payment due for 2017 was \$48,503, but the state paid a total of \$49,937.27 in pension state aid to the Borough, so the total deposited to the non-uniformed pension plan was \$49,937.27. Dawn Scheller also forwarded notes from the Personnel Committee Meeting held on October 16, 2017 with no actions needed at this time.

Derek Stoy presented his Assistant Manager's Report which included an estimate on tires for Paul's truck at the cost of \$290 split between water and sewer. He reviewed that there was a break in at the Well #3 Building on October 2, 2017. Derek provided photos and the item that was stolen was a wireless speaker that was purchased by the Summer Playground. He noted that there was damage to the door and the windows in the door. Derek provided pricing to repair the door by Martins Garage Door for a total of \$990, since the deductible is \$1,000 the Authority was asked to approve the cost of the replacement door.

MOTION: to approve to fix Well #3 Buildings door at the proposed cost of \$990.00 due to the break in was made by Jason Frey, second by Doug Hoffman, all ayes, motion carried.

MOTION: to approve the purchase of four Good Year Tires from Service Tire Truck Centers at the cost of \$290.00 split between Water and Sewer Authorities for Paul's Truck was made by Doug Hoffman, second by Jason Frey, all ayes, motion carried.

Derek reviewed that he was confident that the proposed blow off would work, however the Authority would need to seek approval from Penn DOT as they would be working within the states right-of-way. He reviewed that this was another item that Lance Hoover would discuss with the Authority.

Chairman Twine moved on to the items listed under New Business.

MOTION: to approve the advertisement of the 2018 Proposed Water Authority Operating Budget for public inspection with a zero percent rate increase was made by Jason Frey, second by Doug Hoffman, all ayes, motion carried.

MOTION: to approve Chairman Twine to sign the letter authorizing Derek Stoy to access general banking information and as the Acting Borough Manager was made by Jason Frey, second by Doug Hoffman, all ayes, motion carried.

MOTION: to approve the annual CORRPRO service agreement for \$960 was made by Doug Hoffman, second by Jason Frey, all ayes, motion carried.

No other business was brought before the Authority.

MOTION: to adjourn at 7:27 pm was made by Jason Frey, second by Doug Hoffman, all ayes, motion carried.

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

Date approved: _____ Motion: _____ Second: _____