

Mercersburg Water Authority

Borough Hall, Mercersburg, PA

November 12, 2013

MINUTES

Attending: Chairman Ed Twine, Secretary-Treasurer Larry Nair, Edward Meyers, Jason Frey, Borough Manager Tammy Oberholzer

Absent: Gregg Davis, Dawn Scheller, Solicitor and Engineer

Guests: Jon Kittredge- Mercersburg PA

Press: None

Meeting was called to order at 7:00 pm. Chairman Twine

Chairman Twine asked if there was any Public Comment, Mr. Kittredge asked if the Authority had stopped doing business with Ross Valves. In addition he asked if the street patches that were a year old had been completed. Mr. Kittredge also questioned why there was such a difference in the two (2) generator bids received.

Chairman Twine confirmed the Authority was using a different company than Ross Valves for the PRV valve and that the street patches had been completed. Mr. Twine and Manager Oberholzer also explained that the bids for the generator were typical of municipal bidding.

Chairman Twine asked for a motion to approve the Treasurer's Report.

MOTION: to approve the Treasurer's Report for the month ending October 31, 2013 as presented was made by Larry Nair, second by Jason Frey, all ayes, motion carried.

Chairman Twine asked for a motion to approve the Bills Payable List as presented for October 2013.

MOTION: to approve the Bills Payable/Invoice List for October 2013 was made by Edward Meyers, second by Larry Nair, all ayes, motion carried.

Chairman Twine asked for a motion to approve the Minutes from the October 8, 2013 meeting.

MOTION: to approve the October 8, 2013 Meeting Minutes as presented was made by Larry Nair, second by Jason Frey, all ayes, motion carried.

Chairman Twine asked if there was any information from the Solicitor.

No information was provided.

Chairman Twine asked the Engineer for his report.

Brad Stake reported on the Mudwell project and that the project was entering the major phase. The rebar has been installed at the bottom of the pit. The concrete will be poured and testing will be done on Friday. The first curing time test will be done at seven (7) days, if consistency is good, the tank walls will be in the Monday after Thanksgiving. If the consistency is not good, another test will be done in fourteen (14) days.

Mr. Stake presented an application for payment request number 3 of \$28,800.00. The project is now sixty percent (60 %) complete. The engineer recommends approval.

MOTION: to authorize payment request # 3 of \$28,800.00 was made by Larry Nair and seconded by Ed Meyers, all ayes, motion carried.

The Engineer reviewed the Generator Bids with the Authority. Stuff Electric total bid package was \$72,756.00 and Monocacy Valley Electric total bid package was \$118,900.00. The bids included line items for the purchase of three (3) propane tanks completely filled. The Authority discussed options of leasing tanks versus purchasing tanks. The Authority felt owning their own tanks would give them more flexibility to negotiate their on LP gas prices. If they leased the Authority would be locked into a contract with that companies LP pricing. The life of a tank is approximately twenty-five (25) years. The following motion was made after discussion:

MOTION: to authorize intent to award to the lowest responsible bidder Stuff Electric as presented excluding the line item of the LP tanks and fuel was made by Ed Meyers and seconded by Larry Nair, all ayes, motion carried.

Brad Stake commented he will prepare the intent to award and send to Mr. Stuff, he will then be required to provide bonding information along with insurance documents. By the next meeting we should be able to award the bid and be able to make a decision on the LP tanks.

Guest Jon Kittredge asked the Authority if they had request funding from the Academy. Chairman Twine responded we have never needed to do that, we pay our own bills.

The authority discussed upcoming probability of improvements on the East Seminary Water Line. Manager Tammy Oberholzer commented that East Seminary is on the Streets Committee's list of street reconstruction for 2014.

Chairman Twine suggested to the Manager that we look into putting street patching out on bid at the beginning of the year so that each job would not need bid out. The Manager will confer with the Solicitor to see if this can be done.

Member Ed Meyers asked the Authority why Johnston's Lane water leaks patches were tarred and chipped and not blacktopped. Tammy Oberholzer responded that was what was available at the time. The Chairman commented that the Authority would get pricing next year to have it blacktopped.

Chairman Ed Twine asked for the Manager's Report.

In her report Manager Tammy Oberholzer requested permission to keep a person on call for traffic control for emergency leak situations.

MOTION: to authorize advertisement for a part-time on call flag person at a rate of \$9.50 per hour was made by Ed Meyers and seconded by Jason Frey, all ayes, motion carried.

Chairman Twine asked for the Secretary's Report.

A written Secretary's Report was provided to the Authority in the absence of the Secretary.

Chairman Twine asked if there was any Old Business, there was none.

Chairman Twine reviewed the new business on agenda was to review the proposed budget and authorize advertisement for adoption at the December meeting. The budget includes the three percent (3%) rate increase as approved last year. The authority members commented the budget looked good and had no questions.

MOTION: to authorize advertisement of the proposed 2014 budget for adoption at the December meeting was made by Jason Frey and seconded by Larry Nair, all ayes, motion carried.

Chairman Twine on behalf of the Authority thanked the Engineers for all their hard work and remarked they were very appreciative of what they have done over this past year.

Chairman Twine reviewed the correspondence and the calendar.

MOTION: to adjourn at 8:25 pm was made by Larry Nair, second by Ed Meyers, all ayes, motion carried.

These meeting minutes have been transcribed and respectfully submitted by Tammy Oberholzer from meeting notes.

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