

Mercersburg Water Authority
Borough Hall, Mercersburg, PA
December 13, 2016
MINUTES

Attending: Chairman Ed Twine, Vice-Chairman Jason Frey, Gregg Davis, Borough Manager Dawn Scheller, and Lance Kegerreis

Absent: Secretary Treasurer Larry Nair, Doug Hoffman, and Assistant Borough Manager Derek Stoy

Guests/Press: None

Chairman Twine called the meeting to order at 7:00 pm and opened the floor for public comments, no public comments were made at this time.

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

MOTION: to approve the Bills Payable / Invoice List for the month ending November 30, 2016 and the updated Bills Payable list was made by Gregg Davis, second by Jason Frey, all ayes, motion carried.

MOTION: to approve the November 8, 2016 Meeting Minutes as presented was made by Gregg Davis, second by Jason Frey, all ayes, motion carried.

There was nothing to report from the Solicitor at this time.

Lance Kegerreis was present at the meeting and updated the authority members on the Media Replacement permit. He noted that he was expecting to receive approval from DEP in a short time. He reviewed that they have spoken with DEP to review the recent comments and seem to have a plan that meets what they are looking for. Dennis Black would keep the Authority updated on the progress.

MOTION: to enter executive session for personnel issues with possible action to be taken at 7:39 pm was made by Gregg Davis, second by Jason Frey, all ayes, motion carried.

Resumed regular session at 7:54 pm.

Dawn Scheller had forwarded a request from the Plant Manager to purchase a new Chlorine Analyzer for the cost of \$3156.85. She noted that this price was reduced due to Paul Sharrow taking the time to make additional phone calls. This was also one of the items listed on the 2016 FPPE that was suggested by DEP.

MOTION: to approve the purchase of a new Chlorine Analyzer for the cost not to exceed \$3165.85 was made by Gregg Davis, second by Jason Frey, all ayes, motion carried.

The Authority Members asked about the recent sludge removal from the mudwell and asked how that process went. Dawn Scheller reviewed that they had contacted two different companies to come in to assist with the process. She noted that in the future this will be done more often as it had not been done in approximately 22 months. After discussion, the Authority Members agreed that this should occur semi-annually. They asked that this be added to the routine maintenance log for the plant. Dawn Scheller stated that she would discuss it with the Plant Manager and have this done in the Spring and the Fall each year.

Dawn Scheller reviewed her Manager's Report which included the money due to the Authority, a request for the Authority Members to approve the not to exceed cost of \$200 for the Volunteer Luncheon, a trail ROW Agreement listed under New Business, along with notes from the recent Personnel Committee Meeting, Council Meeting, and Sewer Authority Meeting.

The Authority Members addressed the Trail ROW Agreement. They asked that this information be tabled until everyone was present and for it to be brought back in January. The next item the Water Authority Members discussed was the action done at the Borough Council Meeting where Borough Council asked that all three entities approve an additional increase of 2% for the Manager and Assistant Manager above the 1.5% COLA and 1.5% Merit increase. The Water Authority Members thought that that was very generous and was deserved as both employees have done a good job. They also discussed the recent action of the Sewer Authority to give the Assistant Borough Manager an additional stipend of \$3,675.25 to make his salary \$47,476 as previously discussed, the Water Authority Members thought the 5% increase was more than sufficient, they also discussed the challenge of maintaining a salary scale and adding such an increase may prove to be challenging in the future.

MOTION: to approve the Borough Manager and Assistant Borough Manager to receive an additional 2% increase above the 2017 1.5% COLA and the 1.5% Merit Increase obtained with a score above 85% was made by Gregg Davis, second by Jason Frey, a discussion occurred regarding the action the Sewer Authority took at the 12/8/16 Meeting and Water decided not to share in the additional money approve in the second motion for the Assistant Manager due to budgeting and salary scale reasons, a vote was taken, all ayes, motion carried.

MOTION: to rescind the motion made November 8, 2016, and pay all salaried employees overtime in accordance with the Fair Labor Standards Act was made by Jason Frey, second by Gregg Davis, all ayes, motion carried.

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

MOTION: to approve the 2017 Water Authority Operating Budget as presented with a 0% rate increase was made by Gregg Davis, second by Jason Frey, all ayes, motion carried.

MOTION: to approve the not to exceed amount of \$200 for the Volunteer Luncheon to be held in on January 5, 2016 was made by Gregg Davis, second by Jason Frey, all ayes, motion carried.

MOTION: to approve the 2017 Water Authority Meeting Advertisement which changes the day of the meeting to the 3rd Thursday of each month was made by Jason Frey, second by Gregg Davis, all ayes, motion carried.

MOTION: to approve the FT Non-Uniformed and FT Uniformed Employees to receive \$250.00 each and all PT Non-Uniformed and PT Uniformed Employees to receive \$125.00 was made by Gregg Davis, second by Jason Frey, all Authority Members thanked the Employees for the work they did this year, all ayes, motion carried.

No other items were brought before the Authority.

MOTION: to adjourn at 8:30 pm was made by Gregg Davis, second by Jason Frey, all ayes, motion carried.

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

Date approved: _____ Motion: _____ Second: _____