

MINUTES
BROOKVILLE MUNICIPAL AUTHORITY
Tuesday, January 14, 2014 @ 4:00 P.M.

The Brookville Municipal Authority met in Council Chambers on Tuesday, January 14, 2014 at 4:00 P.M. with the following in attendance:

MEMBERS

Brad Miller
Tom Dinger
Robert Moss

STAFF

Manager Charles Gable
Solicitor Jim Dennison
Commissioner Terry O'Neill
Engineer Mark Glenn
Accountant Kerry Swineford
Recorder Christine Gunning

VISITORS

Patti Slaughter
Matt Triponey

CALL TO ORDER:

President Miller called the meeting to order at 4:04 P.M.

APPROVAL OF MINUTES:

Member Dinger moved to approve the minutes of the December 10th meeting as submitted ; seconded by Member Moss. Motion carried 3-0.

FINANCIAL REPORTS:

1. **Approval of Expenditures** - Member Moss moved to approve the financial reports as submitted; seconded by Member Dinger. Motion carried 3-0.

VISITORS:

None

COMMITTEE REPORTS:

1. **Engineer Report**

- A. **Sanitary Sewer Flow Monitoring and Diagnostic Work** - Engineer Mark Glenn spoke about the annual overflow volume. Engineer Glenn stated in 2013 the volume was 9.4 million gallons, the highest in recent years, almost half of which was due to the June 27-28 event when we received about 3.5 inches of rain. Engineer Glenn stated there were 10 overflow events in 2013, and 7 bypasses were noted at the White Street pump station. Engineer Glenn reported there is a 2014 schedule of work needed to meet the June 30, 2014 DEP consent order deadline for the system evaluation. Engineer Glenn reported this submission will be in the form of a revised Act 537 plan update. Engineer Glenn stated a significant amount of work needs to be done in the next 120 days including sewer system televising, smoke testing and wastewater treatment plant evaluation.
- B. **Rose Township Sewer Rate Evaluation** – Engineer Glenn reported the Rose Township sewer rate evaluation resulted in a proposed annual charge of \$239.52/EDU (an increase from \$182.88/EDU in 2011).

- C. **Water and Sewer Tapping Fee Evaluation** – Engineer Glenn reported they finished the outline of the Tapping Fee Study. Engineer Glenn stated they still need the data from all the projects that were done from 2001 to the end of last year.
2. **Solicitor Dennison – H2O Grant** – Solicitor Dennison stated the Authority received a commitment letter from the Commonwealth Financing Authority regarding an offer of an H2O Grant in the amount of \$2,269,167.00 with a 33% match. Solicitor Dennison stated there is also a proposed contract grant agreement that needs to be adopted by the Board. Member Moss moved to approve the H2O agreement and commitment; seconded by Member Dinger. Motion carried 3-0.

UNFINISHED BUSINESS:

1. **RBC Gear Reducer Replacement Status** – Commissioner O'Neill stated there is no change in the status of this project. Commissioner O'Neill stated the media is there. Commissioner O'Neill reported they lost another gear drive on unit 7, and will be spending \$25,000.00 on a gear drive.
2. **DEP 1st Modification Resolution** – Solicitor Dennison stated there is nothing new to report regarding the DEP 1st Modification Resolution.
3. **Crestwood Mobile Home Park Status** – Solicitor Dennison stated this project is moving along.
4. **Software Upgrade Update** – Manager Gable stated they processed the 2nd payroll in the Freedom system. Accountant Swineford stated payroll and accounts payable is set up. Manager Gable stated the first billing in Freedom will be done at the end of February.
5. **CDBG funds for Corsica System or other Locations** – Engineer Glenn suggested this should be focused on a Borough project to get more of a return for our efforts.
6. **Corsica Water Tower Land** – Commissioner O'Neill stated they are looking at putting in 450 foot of line and 3 manholes. Commissioner O'Neill stated that if we bid it out, it would cost \$40,000.00 or more, if we did it the cost would be reduced to around \$25,000.00. Commissioner O'Neill stated he needs to meet with Solicitor Dennison and figure out what the value of the land is, and what it will cost us to get the line put in.

NEW BUSINESS:

1. **CD Renewal** – Manager Gable stated there is a sewer CD coming up for renewal valued at \$251,672.26. Member Moss moved to renew the sewer CD at S&T Bank for 6 months at .3%; seconded by Member Dinger. Motion carried 3-0.
2. **State Ethics Commission Statement of Financial Interest** – Manager Gable stated that every year, the Board is required to fill out a Statement of Financial Interest for the State Ethics Commission. Manager Gable distributed the forms to the Board members to fill out.

3. **Chemical BID Opening** – Engineer Glenn and Commissioner O’Neill opened the Chemical bids. Member Dinger moved to authorize Commissioner O’Neill and Engineer Glenn to award the bid to the lowest responsible bidder; seconded by Member Moss. Motion carried 3-0.

COMMUNICATIONS AND ANNOUNCEMENTS:

1. **Renewing Membership with the Brookville Chamber of Commerce** – Manager Gable stated he will make sure the bill for renewing the Authority’s membership with the Brookville Chamber of Commerce gets paid.

BOARD/STAFF REPORTS & INFORMATION:

1. **Member Moss** – Member Moss asked Solicitor Dennison if there were any restrictions on the Authority opening a line of credit at the bank. Solicitor Dennison stated we have pretty good borrowing power, and there shouldn’t be an issue with anything. Member Moss will contact the bank and let the Board know what he finds out.

EXECUTIVE SESSION:

The Authority Board entered Executive Session to discuss personnel matters at 5:01 p.m. with no action expected. Executive Session ended at 5:46 p.m. with no action taken.

CALL FOR ADJOURNMENT:

At 5:46 p.m. Member Moss moved to adjourn; seconded by Member Dinger. Motion carried 3-0.

Administrative Manager