

MINUTES
BROOKVILLE MUNICIPAL AUTHORITY
Tuesday, March 8, 2022 @ 4:00 P.M.

The Brookville Municipal Authority met in Council Chambers on Tuesday, March 8, 2022 at 4:00 P.M. with the following in attendance:

MEMBERS

Brad Miller
Roger Shaw
Robert Moss
Darren Hack

STAFF

Manager Dana Rooney
Accountant Kerry Swineford
Commissioner Aaron Haines
Engineer Steve Gibson
Solicitor Jim Dennison
Recorder Christine Gunning

VISITORS

Patti Slaughter
Justin Felgar

CALL TO ORDER:

Chairman Brad Miller called the meeting to order at 4:00 P.M.

APPROVAL OF MINUTES:

Vice-Chairman Roger Shaw moved to approve the minutes of the February 8th meeting as submitted; seconded by Member Robert Moss. Motion carried 4-0.

FINANCIAL REPORTS:

- A. **Review of Financial Statements** – Accountant Kerry Swineford stated February was the first month we sent out bills with the new water rates on them. Accountant Kerry Swineford stated we purchased a new plow for the truck that we purchased the prior month. Accountant Kerry Swineford stated we also purchased a new lawn mower. Accountant Kerry Swineford stated May is the month we make our sewer plant payment. Member Robert Moss moved to approve the financial statements as presented; seconded by Member Darren Hack. Motion carried 4-0.

VISITORS: None

COMMITTEE REPORTS:

A. Engineer's Report

1. **Written Report** – Attached
2. **Resolutions for Local Share Account Grant** – Engineer Steve Gibson stated next we have the state gaming local share account grant funding. Engineer Steve Gibson stated a new grant program opened by the Commonwealth Financing Authority and the Department of Community and Economic Development (CFA/DCED) for construction and infrastructure projects up to one million dollars. Engineer Steve Gibson stated the application deadline is March 15, 2022. Engineer Steve Gibson stated we

talked about a couple projects and he brainstormed with Commissioner Aaron Haines and his team, and we came up with four projects including; getting an emergency generator for the Roseville water booster pump station, getting a new front-end loader for the wastewater treatment plant to replace the existing skid steer they have at the plant, replace the windows and doors at the old water plant building and the old sewer plant building, and the North Fork drive line replacement which extends from Water Plant Road across the North Fork crossing to the High Street connection, which we have discussed several times over the last couple of years. Chairman Brad Miller asked if they cover everything but the application fee. Engineer Steve Gibson stated yes, that is correct. Engineer Steve Gibson stated these are one hundred percent grant money with no match funds if they would get selected. Vice-Chairman Roger Shaw asked which ones they will submit. Engineer Steve Gibson stated we will submit all four applications. Manager Dana Rooney stated there is a nonrefundable one hundred dollar application fee per application. Manager Dana Rooney stated depending on how the Board wants to proceed, you have four different resolutions for the four proposed grants. Manager Dana Rooney stated if you want to do all of them, you would need four separate motions.

- a. **Resolution 32-2022 – North Fork Drive Line Replacement** – Vice-Chairman Roger Shaw made a motion to adopt Resolution 32-2022 for the North Fork drive line twelve-inch water line replacement grant application; seconded by Member Darren Hack. Motion carried 4-0.
 - b. **Resolution 33-2022 – Roseville Water Booster Pump Station Emergency Generator** – Member Darren Hack made a motion to approve Resolution 33-2022 for the Roseville water booster pump station's emergency generator grant application; seconded by Vice-Chairman Roger Shaw. Motion carried 4-0.
 - c. **Resolution 34-2022 – Sludge Handling Front-End Loader** - Vice-Chairman Roger Shaw made a motion to adopt Resolution 34-2022 for the sludge handling front-end loader grant application; seconded by Member Darren Hack. Motion carried 4-0.
 - d. **Resolution 35-2022 – Replace Doors and Windows at Old Water Plant Building and Sewer Plant Building** - Member Darren Hack made a motion to approve Resolution 35-2022 for the grant application to replace the doors and windows at the old water plant building and sewer plant building; seconded by Vice-Chairman Roger Shaw. Motion carried 4-0.
3. **Drinking Water Grant Funding** – Engineer Steve Gibson stated on the topic of grant applications, the Environmental Protection Agency (EPA) recently announced a separate grant program geared towards reduction to lead exposure via drinking water grant funding. Engineer Steve Gibson stated they opened this up in early February and the application deadline is April 19, 2022. Engineer Steve Gibson stated he and Commissioner Aaron Haines will work on a project that will qualify for this, and present it at the next meeting.

- 4. 2022 Community Development Block Grant (CDBG) Application** – Engineer Steve Gibson stated the CDBG 2022 non entitled grant application for this coming year is due May 20, 2022. Engineer Steve Gibson stated we began to have some discussions about some possible projects for that already. Engineer Steve Gibson stated the last two years we focused on Water Street in Corsica, as part of that loop to replace the original transite piping in Corsica. Engineer Steve Gibson stated the last phase would be the 949 water line replacement. Engineer Steve Gibson stated based on cost, and typically what Jefferson County likes to see as far as dollar amount project costs coming in, we are thinking we may possibly phase that into two different phases, and it would align with what project sizes they are looking at seeing. Engineer Steve Gibson stated they like to see projects around one hundred thousand dollars. Engineer Steve Gibson stated he will probably have that ready for next month's meeting also.

UNFINISHED BUSINESS: None

NEW BUSINESS:

- A. Sewer CD Renewal**– Manager Dana Rooney stated we have a sewer CD coming due, and it does not mature until March 17th. Manager Dana Rooney stated her recommendation would be to allow the Finance Committee to obtain up-to-date interest rates at that time, and to allow the Finance Committee to determine what to do with that. Manager Dana Rooney stated the maturing balance is \$100,104.15. Member Robert Moss made a motion to allow the Finance Committee to renew a sewer CD in the amount of approximately \$100,000.00; seconded by Member Darren Hack. Motion carried 4-0.

COMMUNICATIONS AND ANNOUNCEMENTS: None

BOARD/STAFF REPORTS & INFORMATION:

A. Commissioner Aaron Haines

- 1. System Report for 2021** – Commissioner Aaron Haines stated he has the system report for 2021. Commissioner Aaron Haines stated for the collection system, fifteen new manholes were installed, eight manholes were raised and standardized for paving projects, six hundred feet of six-inch transite force main was replaced with Polyvinyl Chloride (PVC) during the Dollar General construction, and two hundred and thirty feet of eight-inch clay pipe was replaced in various locations with PVC pipe for spot repairs. Commissioner Aaron Haines stated we added four taps, and five taps were renewed during lateral replacements. Commissioner Aaron Haines stated four hundred and thirty feet of clay was slip lined which was the project out by the school on Jenks Street. Commissioner Aaron Haines stated forty-five hundred feet of sewer line was televised for suspected problems. Commissioner Aaron Haines stated six thousand feet of sewer main was cleaned with our Vactor. Commissioner Aaron Haines stated for the distribution system, fifteen service lines were found to be leaking, and were repaired. Commissioner Aaron

Haines stated eighteen main line leaks occurred, and were repaired.

Commissioner Aaron Haines stated we had five new service lines.

2. **Membrane Replacement at the Water Plant** - Commissioner Aaron Haines stated it is time to begin replacing the membranes at the water plant. Commissioner Aaron Haines stated we have money earmarked for that, and the price just jumped, and we want to jump on it while we can. Commissioner Aaron Haines stated the membranes filter the water. Commissioner Aaron Haines stated there are sixty of them to replace, and the goal is to get all three skids replaced over three consecutive years, starting this year. Member Robert Moss asked so these come out in one big skid in modular form? Engineer Steve Gibson stated there are three skids at the water plant with sixty modules each on them. Engineer Steve Gibson stated when we got pricing about a year and a half ago, they were about two thousand dollars per module, and per recent pricing they are now three thousand dollars per module. Engineer Steve Gibson stated both he and the supplier recommend jumping on the pricing because that material is trending upwards since there is a shortage of that kind of plastic. Vice-Chairman Roger Shaw asked if that is in motion. Commissioner Aaron Haines stated yes. Engineer Steve Gibson stated we would replace one this year, and systematically replace the other two over the next two or three years.
3. **Old Equipment** - Commissioner Aaron Haines stated there is some old equipment from the old system we are putting on Municibid.
4. **Water Line Break** - Chairman Brad Miller asked can you tell us about the water line break on Main Street? Commissioner Aaron Haines stated Sunday night and well into Monday morning the crew was out for a main line water break that occurred in front of the Baptist Church on Main Street.

B. Solicitor Jim Dennison

1. **Changes to Resolutions** – Solicitor Jim Dennison stated he made a couple of minor changes to the resolutions that were adopted at the last meeting. Solicitor Jim Dennison stated he does not see any reason to readopt those.
2. **Solicitor's Legal Services Agreement** – Solicitor Jim Dennison stated he got a list of right of ways, and asked Engineer Steve Gibson if they are going to record those. Solicitor Jim Dennison stated we would not need to record those since they are dealing with the service line extension and it is not a public right of way, it is a private right of way, because that adds thirty-two hundred dollars just to record everything. Engineer Steve Gibson stated we should confirm that with PENNVEST just to make sure. Engineer Steve Gibson stated we may not need that since these are temporary access easements. Solicitor Jim Dennison stated if no recording is done, it is ten thousand dollars, and if recording is done, it is thirteen thousand and two hundred dollars. After some discussion, Vice-Chairman Roger Shaw made a motion to approve the Solicitor's Legal Services Agreement for the PENNVEST project including ten thousand dollars for Solicitor Jim Dennison, and an additional thirty-two hundred dollars if we have to include recording fees; seconded by Member Robert Moss. Motion carried 4-0.

MEDIA COMMENTS/QUESTIONS/CLARIFICATION: None

CALL FOR ADJOURNMENT:

At 4:42 P.M. Member Darren Hack moved to adjourn; seconded by Member Robert Moss. Motion carried 4-0.

Administrative Manager