

MINUTES
BROOKVILLE MUNICIPAL AUTHORITY
Tuesday, May 10, 2022 @ 4:00 P.M.

The Brookville Municipal Authority met in Council Chambers on Tuesday, May 10, 2022 at 4:00 P.M. with the following in attendance:

MEMBERS

Brad Miller
Roger Shaw
Robert Moss
Sam McKinley
Darren Hack -
arrived @ 4:14 P.M.

STAFF

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

VISITORS

Patti Slaughter
Justin Felgar
Larry Pearsall

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 April 12th meeting as submitted; seconded by Member Robert Moss. Motion carried 4-0.

FINANCIAL REPORTS:

- A. **Review of Financial Statements** – Accountant Kerry Swineford stated May is the month when we make our sewer plant payment, and that total is \$221,477.00 for six months. Accountant Kerry Swineford stated that is a biannual payment. Accountant Kerry Swineford stated he also finished 2021's financial statements. Accountant Kerry Swineford stated the auditors are showing up later this month for the Borough, and they will do the Municipal Authority around June or July. Member Sam McKinley moved to approve the financial statements as presented; seconded by Member Robert Moss. Motion carried 4-0.

VISITORS:

- A. **Larry Pearsall – Contract** – Larry Pearsall stated the Brookville Municipal Authority had access to his property for close to three years. Larry Pearsall stated his complaint is since the Borough has moved out, the people who did the work on his property never returned his items to where they belonged, and damaged a lot of his items. Larry Pearsall stated the Brookville Municipal Authority signed off and let them go scot-free, and they took over their responsibility from what he understands. Larry Pearsall asked is that correct? Solicitor Jim Dennison stated Larry, we are not going to discuss this. Solicitor Jim Dennison stated we already settled with you. Larry Pearsall stated yeah, but this is every month now. Solicitor Jim Dennison stated then you will have to start taking care of your property. Solicitor Jim Dennison stated that is with the Borough, not us. After

some discussion, Solicitor Jim Dennison stated Larry, we are done. Larry Pearsall gave subpoenas to the Board, and stated this is never going to stop. Larry Pearsall stated prior to the Brookville Municipal Authority doing the work, he never got a code violation. Solicitor Jim Dennison stated you will have to deal with the Brookville Borough on that. Larry Pearsall stated as long as this goes on, every thirty days, he is going to go back to the magistrate, and you guys will go with him. Larry Pearsall stated the next time, he will take you all. After some discussion, Larry Pearsall stated thank you for your time.

COMMITTEE REPORTS:

A. Engineer's Report

1. **Written Report** – Attached
2. **PENNVEST Payment Requisition Number One** – Engineer Steve Gibson stated regarding the Main Street waterline replacement project, construction work should begin soon once materials are ready, and the completion date is before Thanksgiving. Engineer Steve Gibson stated he has PENNVEST payment requisition number one for engineering survey, design, permitting, bidding, funding application and settlement, and construction administration to date in the amount of \$132,899.32, and permits including National Pollutant Discharge Elimination System (NPDES) Stormwater in the amount of \$2,320.00, for a total of \$135,219.32. Member Sam McKinley made a motion to approve PENNVEST payment requisition number one in the amount of \$135,219.32 for the Main Street waterline replacement project; seconded by Vice-Chairman Roger Shaw. Motion carried 5-0.
3. **2022 Community Development Block Grant (CDBG)** – Engineer Steve Gibson stated the Brookville Municipal Authority is submitting a grant application for the phased Corsica state route 949 waterline replacement for \$122,000.00 for approximately seven hundred and eighty-five linear feet of waterline replacement from Pine Street and Water Street, along Pine Street to Maple Street, then along Maple Street to state route 949.

UNFINISHED BUSINESS:

A. 2022 Community Development Block Grant (CDBG) Project – Cash Match –

Manager Dana Rooney stated Engineer Steve Gibson mentioned the 2022 phase one water project out for the CDBG project. Manager Dana Rooney stated those projects came in higher than anticipated, so the low bid for phase one was \$161,410.00. Manager Dana Rooney stated when we originally submitted our application, we had said that we would match ten percent of that which is \$16,141.00. Manager Dana Rooney stated however, because everything is higher than usual, the county said if we want to continue with this project, the Brookville Municipal Authority has to match \$36,225.00. Manager Dana Rooney stated the project is still \$161,410.00 but now we need to match more than ten percent. Manager Dana Rooney stated we need to match \$36,225.00. Manager Dana Rooney stated since that is a change, she would like to see a motion formally made to do that. Member Robert Moss made a motion to approve the increase of the cash match for phase one of the 2022 CDBG project

from \$16,141.00 to \$36,225.00 as requested by the county; seconded by Member Sam McKinley. Motion carried 5-0.

NEW BUSINESS:

- A. Cash Transfers** – Manager Dana Rooney stated we have a decent amount of cash in S&T Bank, and that account is making an interest rate of around point two two percent. Manager Dana Rooney stated PLGIT accounts are making point four eight at the moment. Manager Dana Rooney stated we would like to take \$200,000.00 from our sewer S&T Bank account, and move it to our PLGIT sewer account. Manager Dana Rooney stated we can access it twice a month without a penalty. After some discussion, Member Sam McKinley suggested raising the amount to \$400,000.00. Member Sam McKinley made a motion to approve moving \$400,000.00 from our sewer S&T Bank account to our PLGIT sewer account; seconded by Vice-Chairman Roger Shaw. Motion carried 5-0.
- B. Summer Help** – Manager Dana Rooney stated we had budgeted for a little bit of summer help, and we usually bring Bob Himes in to help out. Manager Dana Rooney stated she wanted to make the Board aware that instead of Bob Himes this summer, they are looking at using some high school or college help to come in and bring us up to speed on our new geographic information system (GIS) program, which is essentially how Google Maps works. Manager Dana Rooney stated we are going to map, on the Brookville Municipal Authority side, the water lines and sewer lines that are in the ground, including manhole covers. Manager Dana Rooney stated it will help the guys locate things once we get the entire system documented. Manager Dana Rooney stated Seth Kerr helped us choose the right program. Manager Dana Rooney stated the Brookville Municipal Authority and the Brookville Borough split the cost, because on the Borough side they are going to map their stormwater system.
- C. Board Positions** – Chairman Brad Miller stated he is resigning from the Board effective the end of this meeting.

 - 1. Nomination for Chairman** – Chairman Brad Miller nominated Vice-Chairman Roger Shaw to be Chairman of the Brookville Municipal Authority Board effective the end of this meeting; seconded by Member Robert Moss. Motion carried 5-0.
 - 2. Nomination for Vice-Chairman** – Vice-Chairman Roger Shaw made a motion to nominate Robert Moss for Vice-Chairman of the Brookville Municipal Authority Board effective the end of this meeting; seconded by Member Sam McKinley. Motion carried 5-0.
 - 3. Board Member Nomination** – Chairman Brad Miller made a motion to recommend Jason Geer to Brookville Borough Council as a replacement on the Municipal Authority Board; seconded by Vice-Chairman Roger Shaw. Motion carried 5-0.
 - 4. Member Sam McKinley/Bank Signature Cards** – Member Robert Moss made a motion to add Member Sam McKinley on the checking account for the Brookville Municipal Authority as a third signature; seconded by Member Darren Hack. Motion carried 5-0.

5. **New Bank Signature Cards** – Member Sam McKinley made a motion to obtain new bank signature cards with the three signers; seconded by Member Robert Moss. Motion carried 5-0.
6. **Chairman Brad Miller's Resignation** – Vice-Chairman Roger Shaw made a motion to accept Brad Miller's resignation with regret as Chairman of the Brookville Municipal Authority Board at the end of this meeting; seconded by Member Robert Moss. Motion carried 5-0.

COMMUNICATIONS AND ANNOUNCEMENTS: None

BOARD/STAFF REPORTS & INFORMATION:

A. Commissioner Aaron Haines

1. **George Drive Waterline** – Commissioner Aaron Haines stated materials for the George Drive waterline that we had allocated in the budget have been delivered, and we are probably going to start construction at the end of the month or early next month.
2. **Love's Truck Stop/Meters** – Commissioner Aaron Haines stated meters were set for Love's Truck Stop, and they are looking at an opening date of around June 20, 2022.
3. **Sewer Department** - Commissioner Aaron Haines stated the sewer department is working on getting materials for the Oak Street sewer line project that was also budgeted.
4. **New Hires** - Commissioner Aaron Haines stated our three new hires, Eric Spencer, Andrew Hilliard, and Levi Singleton, have all successfully passed their state certification exams.

B. Manager Dana Rooney

1. **Executive Session** – Manager Dana Rooney requested an executive session for personnel with no action expected.

C. Solicitor Jim Dennison

1. **Agreements** – Solicitor Jim Dennison stated he is working on agreements for Main Street.
2. **Chairman Brad Miller** – Solicitor Jim Dennison stated he thinks Chairman Brad Miller has done an excellent job, and he hates to see him go. Chairman Brad Miller stated he had good examples from the prior Board, and prior Chairman, so he learned a lot from them.

MEDIA COMMENTS/QUESTIONS/CLARIFICATION: None

EXECUTIVE SESSION:

The Brookville Municipal Authority Board entered an executive session at 4:40 P.M. to discuss a personnel matter with no action expected. Executive session ended at 4:50 P.M. with no action taken.

CALL FOR ADJOURNMENT:

At 4:50 P.M. Member Robert Moss moved to adjourn; seconded by Member Darren Hack. Motion carried 5-0.

Administrative Manager