

**MINUTES
BROOKVILLE MUNICIPAL AUTHORITY
Tuesday, June 14, 2022 @ 4:00 P.M.**

The Brookville Municipal Authority met in Council Chambers on Tuesday, June 14, 2022 at 4:00 P.M. with the following in attendance:

MEMBERS

Roger Shaw
Robert Moss
Sam McKinley
Jason Geer

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 Roger Shaw welcomed the media, welcomed Jason Geer, their newest Member, and called the meeting to order at 4:00 P.M.

APPROVAL OF MINUTES:

Member Sam McKinley moved to approve the minutes of the May 10th meeting as submitted; seconded by Vice-Chairman Robert Moss. Motion carried 4-0.

VISITORS: None

FINANCIAL REPORTS:

- A. Review of Financial Statements** – Accountant Kerry Swineford stated we made our USDA payments last month for the sewer plant. Accountant Kerry Swineford stated we pay that biannually in May and November. Accountant Kerry Swineford stated he wants to give an update on the revenues. Accountant Kerry Swineford stated we are slightly behind on water. Accountant Kerry Swineford stated we should be at forty-one percent and we are at thirty-seven and a half percent. Accountant Kerry Swineford stated in sewer sales for Brookville, we had one hundred and two percent of what we had budgeted. Accountant Kerry Swineford stated Rose Township was slightly under what we had budgeted by four thousand dollars, and Corsica was under by about twenty-five hundred dollars. Member Sam McKinley moved to approve the financial statements as presented; seconded by Vice-Chairman Robert Moss. Motion carried 4-0. Accountant Kerry Swineford stated at the end of last month, the auditors started the Brookville Borough, and they will come back this week to finish up with the Brookville Borough, and then start with the Brookville Municipal Authority.

COMMITTEE REPORTS:

A. Engineer's Report

1. **Written Report** – Attached

UNFINISHED BUSINESS: None

NEW BUSINESS:

- A. Summer Hydrant Flushing** – Commissioner Aaron Haines stated summer hydrant flushing starts June 20th. Commissioner Aaron Haines stated this is part of our standard operating procedure, in order to provide the highest quality of water to our customers, and also an opportunity to exercise all the valves in our system, which is also required by the Department of Environmental Protection (DEP).
- B. Water and Sewer CDs** – Manager Dana Rooney stated we have a water and a sewer CD maturing at this time. Manager Dana Rooney stated the water one matured yesterday with a current balance of \$451,531.07 and upon maturity you will have interest on top of that. Manager Dana Rooney stated the sewer CD has a current balance of \$602,041.41 and on its maturity, there will be interest on top of that. Manager Dana Rooney stated we quoted the three local banks as usual, and we have a PLGIT account, which is a Pennsylvania Local Government Investment Trust. Manager Dana Rooney stated we have Prime accounts through them, and the Prime rate right now is the best at point nine percent. Manager Dana Rooney stated her recommendation is to move both of the full CDs on their maturity to their respective PLGIT Prime accounts, so the sewer CD would go into the sewer PLGIT account, and the water CD would go into the water PLGIT account. Member Sam McKinley made a motion to approve the transfer of the CDs from both the water fund and sewer fund to their respective PLGIT accounts as presented; seconded by Vice-Chairman Robert Moss. Motion carried 4-0.

COMMUNICATIONS AND ANNOUNCEMENTS: None

BOARD/STAFF REPORTS & INFORMATION:

A. Commissioner Aaron Haines

1. **Filter Project** – Commissioner Aaron Haines stated the filter project is complete at the water plant. Commissioner Aaron Haines stated the crew spent almost a whole week replacing all sixty modules. Commissioner Aaron Haines stated during the replacement process, they found the rest of the elements on the influent and effluent sides of the modules themselves were in excellent condition.
2. **Oak Street Sewer Line Replacement Project** – Commissioner Aaron Haines stated the Oak Street sewer line replacement project has begun. Commissioner Aaron Haines stated the downstream manhole has been set. Commissioner Aaron Haines stated they are working in the typical upstream fashion, encountering multiple other utilities that must be exposed with great care, so it is going to take some time.

B. Engineer Steve Gibson

1. **Manager Dana Rooney/Assistant Director of Region Seven** – Engineer Steve Gibson stated he wants to congratulate Manager Dana Rooney. Engineer Steve Gibson stated at the Region 7 Pennsylvania Municipal Authorities Association (PMAA) spring meeting she was named the Assistant Director of Region 7.

C. Solicitor Jim Dennison

1. **Executive Session** – Solicitor Jim Dennison requested an executive session for legal matters with no action expected.

MEDIA COMMENTS/QUESTIONS/CLARIFICATION: None

EXECUTIVE SESSION:

The Brookville Municipal Authority Board entered an executive session at 4:28 P.M. to discuss legal matters with no action expected. Executive session ended at 4:45 P.M. with no action taken.

CALL FOR ADJOURNMENT:

At 4:45 P.M. Member Sam McKinley moved to adjourn; seconded by Vice-Chairman Robert Moss. Motion carried 4-0.

Administrative Manager