

**MINUTES
BROOKVILLE MUNICIPAL AUTHORITY
Tuesday, December 13, 2022 @ 4:00 P.M.**

The Brookville Municipal Authority met in Council Chambers on Tuesday, December 13, 2022 at 4:00 P.M. with the following in attendance:

MEMBERS

Roger Shaw
Robert Moss
Sam McKinley
Darren Hack
Jason Geer

STAFF

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

VISITORS

Patti Slaughter
Dr. Bruce Pierson

CALL TO ORDER:

Chairman Roger Shaw welcomed everyone, and called the meeting to order at 4:00 P.M.

APPROVAL OF MINUTES:

Member Darren Hack moved to approve the minutes of the November 8th meeting as submitted; seconded by Member Sam McKinley. Motion carried 5-0.

VISITORS: None

FINANCIAL REPORTS:

- A. Review of Financial Statements** – Accountant Kerry Swineford stated the only thing he had to add was in November we made the payment for the United States Department of Agriculture (USDA) loan. Accountant Kerry Swineford stated we made a payment of \$184,417.00 for the first loan, and a payment of \$37,060.00 for the second loan. Accountant Kerry Swineford stated we pay those in November and May. Member Sam McKinley made a motion to approve the financial statements as presented; seconded by Vice-Chairman Robert Moss. Motion carried 5-0.

COMMITTEE REPORTS:

A. Engineer's Report

1. **Written Report** – Attached
2. **Main Street Project – Payment Request Number Seven** – Engineer Steve Gibson stated we recommend payment of PENNVEST payment requisition number seven in the amount of \$180,326.04 which includes; \$164,316.13 for Terra Works payment request number five, \$15,460.66 for engineering costs for November 2022, and \$549.25 for interest during construction. Member Sam McKinley made a motion to approve PENNVEST payment requisition

number seven in the amount of \$180,326.04 as presented; seconded by Member Darren Hack. Motion carried 5-0.

3. Resolution 36-2022 - State Route 28 Water Distribution Line

Replacement Grant – Engineer Steve Gibson stated we submitted for part of the Route 28 water distribution line replacement on a previous funding round. Engineer Steve Gibson stated as part of the recent PennDOT 28 and 322 Alignment Project, we work with PennDOT to replace some waterlines in the Route 28 area, from around the Pine Creek Township - Brookville Borough line. Engineer Steve Gibson stated there are a lot of waterline issues with bad piping. Engineer Steve Gibson stated even though it is not extremely old, we have had a lot of localized breakages on those lines, and it is one of the main feed lines to the Industrial Park area. Engineer Steve Gibson stated to help reinforce the grid in that area, we put together an application to replace the waterline behind the Pine Creek Firehall on Route 28 to the area of the new Dollar General Store. Engineer Steve Gibson stated it is about two thousand feet of eight-inch waterline. Chairman Roger Shaw stated for this project, we need a motion to proceed with the application submission grant application resolution through the Pennsylvania Small Water and Sewer Grant Funding Program, which is eighty-five percent with fifteen percent match funds, for Resolution 36-2022 in the amount of \$413,355.00 for the State Route 28 Water Distribution Line Replacement Project. Member Sam McKinley made a motion to approve Resolution 36-2022 in the amount of \$413,355.00 for the State Route 28 Water Distribution Line Replacement Grant as presented; seconded by Member Jason Geer. Motion carried 5-0. Chairman Roger Shaw stated Resolution 36-2022 is approved for application and submission.

4. Resolution 37-2022 - Brush Street Water Distribution Line Replacement

Grant – Engineer Steve Gibson stated the second project, which is in the St. Marys, Route 28 water distribution line replacement, is the Brush Street waterline replacement as well. Engineer Steve Gibson stated it serves Jefferson Manor area, the Industrial Park area, and the county jail. Engineer Steve Gibson stated the main line for the Brush Street booster pump station goes through Crestwood Park to Brush Street, back up to Haney Road, and up to Route 28. Engineer Steve Gibson stated to reinforce that grid as an alternate option if we have an issue, through the Crestwood area, and through the woods back there, we talked about replacing the line, or installing eight-inch line from the Brush Street booster pump station up to Route 28, so if we have an issue with that section, we have an alternate feed line. Engineer Steve Gibson stated that comes out to about seven hundred and fifteen feet of eight-inch waterline. After some discussion, Chairman Roger Shaw stated a motion is needed to proceed with the application submission grant application resolution through the Pennsylvania Small Water and Sewer Grant Funding Program which is eighty-five percent with fifteen percent match funds for Resolution 37-2022 in the amount of \$202,725.00 for the Brush Street Water Distribution Line Replacement Grant. Member Jason Geer made a motion to approve Resolution 37-2022 in the amount of \$202,725.00 for the Brush Street Water Distribution Line Replacement Grant as presented; seconded by

Member Darren Hack. Motion carried 5-0. Chairman Roger Shaw stated Resolution 37-2022 is approved for application and submission.

5. Resolution 38-2022 - North Fork Water Treatment Facility (WTF) Drive Line Waterline Stream Crossing Replacement Grant

– Engineer Steve Gibson stated the third project is the North Fork Water Treatment Facility Drive Line Waterline Stream Crossing Replacement. Engineer Steve Gibson stated this will essentially just feed the stream crossing from Water Plant Road to just on the other side of North Fork Creek. Engineer Steve Gibson stated we are targeting projects under five hundred thousand dollars, if we would do the section from Water Plant Road all the way up to the High Street connection that needs replaced to reinforce that grid, we are closer to a million dollars for that overall project, which we submitted for under other programs. Engineer Steve Gibson stated we are looking at doing a smaller project just for that stream crossing. Engineer Steve Gibson stated this line was installed in the 1920's, and it is one of the oldest lines in town. Engineer Steve Gibson stated it is a critical asset to the water system which feeds the eastern part of Brookville. Engineer Steve Gibson stated that entails about four hundred feet of twelve-inch waterline. After some discussion, Chairman Roger Shaw stated we need a motion to proceed with the application submission grant application resolution through the Pennsylvania Small Water and Sewer Grant Funding Program which is eighty-five percent with fifteen percent match funds for Resolution 38-2022 for the North Fork Water Treatment Facility Drive Line Waterline Stream Crossing Replacement Grant in the amount of \$168,130.00. Vice-Chairman Robert Moss made a motion to approve Resolution 38-2022 in the amount of \$168,130.00 for the North Fork Water Treatment Facility Drive Line Waterline Stream Crossing Replacement Grant as presented; seconded by Member Darren Hack. Motion carried 5-0. Chairman Roger Shaw stated Resolution 38-2022 in the amount of \$168,130.00 is approved for application and submission.

6. Resolution 39-2022 - Butler Street and Walnut Street Distribution Waterline Safety Improvements Grant

– Engineer Steve Gibson stated the fourth project is the Butler Street and Walnut Street Distribution Waterline Safety Improvements. Engineer Steve Gibson stated there is a section of the twelve-inch waterline along Walnut Street that actually runs underneath residential housing that we became aware of, so to correct that issue, we are looking at putting in about eight hundred and sixty-five feet of waterline to reroute the twelve-inch waterline above that street and tie it back in. After some discussion, Chairman Roger Shaw stated we need a motion to proceed with the application submission grant application resolution through the Pennsylvania Small Water and Sewer Grant Funding Program which is eighty-five percent with fifteen percent match funds for Resolution 39-2022 in the amount of \$301,750.00 for the Butler Street and Walnut Street Distribution Waterline Safety Improvements Grant. Member Jason Geer made a motion to approve Resolution 39-2022 in the amount of \$301,750.00 for the Butler Street and Walnut Street Waterline Safety Improvements Grant as presented; seconded by Vice-Chairman Robert Moss. Motion carried 5-0.

Chairman Roger Shaw stated Resolution 39-2022 in the amount of \$301,750.00 is approved for application and submission.

7. **Resolution 40-2022 - Route 322 Brookville to Corsica Waterline Replacement Grant** – Engineer Steve Gibson stated the next grant program is the COVID-19 American Rescue Plan Act (ARPA) H2O Pennsylvania Water Supply Sanitary Sewer and Storm Sewer Funding Program. Engineer Steve Gibson stated grant funding is for fifty percent grant, with fifty percent match funds. Engineer Steve Gibson stated it is for projects greater than one million dollars, and has a ceiling of about twenty million dollars. Engineer Steve Gibson stated we discussed one of our prioritized projects, the Route 322 Brookville to Corsica Waterline Replacement, which is about a five-mile line between Brookville and Corsica. Engineer Steve Gibson stated this entails about fourteen thousand feet of eight-inch pipe, and about the same in six-inch piping along that corridor. Engineer Steve Gibson stated there have been issues with the existing transite line, with the water line connections, and the public services off that line. Engineer Steve Gibson stated there are roughly about three hundred services between Brookville and Corsica. Engineer Steve Gibson stated this line feeds the Corsica water storage tank. Engineer Steve Gibson stated one of the big things with this is the fifty percent match funds commitment, and we would use either the Pennsylvania Infrastructure Investment Authority (PENNVEST), the United States Department of Agriculture (USDA), or some other similar financing source to come up with that commitment. Engineer Steve Gibson stated for the match funds, you are looking at roughly two and a half million dollars that we would need to finance, which generally comes out to a three to four dollar rate increase. Member Jason Geer stated we are losing a significant amount of water on this line, is that right? Engineer Steve Gibson stated correct. Engineer Steve Gibson stated this project would be across the entire Brookville Municipal Authority system. After some discussion, Member Sam McKinley made a motion to proceed with the application submission for Resolution 40-2022 through the Pennsylvania H2O Water Supply Sanitary Sewer and Stormwater Grant Program with a fifty percent grant and fifty percent match funds requirement as presented; seconded by Vice-Chairman Robert Moss. Motion carried 5-0. Chairman Roger Shaw stated Resolution 40-2022 in the amount of \$2,575,000.00 for the Route 322 Brookville to Corsica Waterline Replacement is approved for application and submission.

UNFINISHED BUSINESS:

- A. **2023 Budgets** – Manager Dana Rooney stated we discussed the 2023 budgets at the last meeting. Manager Dana Rooney stated the Board has had a chance to review them. Manager Dana Rooney stated if there are any questions, please let us know, if not, we are looking for a motion to approve. Member Sam McKinley stated he thinks we mentioned at the last meeting there will be a three percent water rate increase, and a two percent sewer rate increase. Member Sam McKinley stated customers paying the minimum bill would see a monthly increase of one dollar and four cents, and the average customer using three thousand gallons would

see an increase of about two dollars and twenty cents per month. Member Sam McKinley stated with the high inflation we are seeing all over the world, we are pretty pleased with being able to maintain a balanced budget with a modest increase. Manager Dana Rooney stated the new rates go into effect January 1, 2023 and customers will first see them on their February bill. Member Darren Hack made a motion to approve the 2023 budgets as presented; seconded by Member Jason Geer. Motion carried 5-0.

NEW BUSINESS:

- A. Chemical Bids** – Commissioner Aaron Haines stated the Brookville Municipal Authority is looking to solicit chemical bids for the year 2023 for the water and wastewater plants. Manager Dana Rooney will be sending out the advertisement, and we will be reading them off at the next meeting.

COMMUNICATIONS AND ANNOUNCEMENTS:

A. Commissioner's Report

- 1. George Drive Waterline** – Commissioner Aaron Haines stated at the last meeting we talked about how Terra Works was going to replace the waterline on George Drive. Commissioner Aaron Haines stated they installed four hundred and forty feet of four-inch polyvinyl chloride (PVC) line in less than a week. Commissioner Aaron Haines stated it is all complete, and everything is tied in. Commissioner Aaron Haines stated it was a good project.
- 2. Emergency Sewer Line Repair** - Commissioner Aaron Haines stated we uncovered something when Terra Works was tying in the waterline at the top of Pickering Street at Main Street. Commissioner Aaron Haines stated they had to go underneath a sewer line, and it collapsed. Commissioner Aaron Haines stated we inspected it, and about thirty feet of this twelve-inch line needs replaced. Commissioner Aaron Haines stated he would call this an emergency repair because it is going to collapse eventually, and they are going to pave that whole intersection where that would be the case next spring. Commissioner Aaron Haines stated we really need to get this replaced pretty quick. Commissioner Aaron Haines stated he already talked to Terra Works about it, and they are on board with a very fair price. Member Sam McKinley asked is this something we need to put out for bid? Commissioner Aaron Haines stated no, it is way under the threshold. Commissioner Aaron Haines stated it is just a very simple excavation; our guys will put the pipe in, and Terra Works will do the backfill.

BOARD/STAFF REPORTS & INFORMATION: None

MEDIA COMMENTS/QUESTIONS/CLARIFICATION: None

CALL FOR ADJOURNMENT:

Chairman Roger Shaw stated this is Member Sam McKinley's last meeting, and thanked him for his service. Member Sam McKinley stated it has been a pleasure. Chairman Roger Shaw stated Bruce Pierson will be coming on the board, and sitting at this table at the next meeting. At 4:55 P.M. Member Darren Hack moved to adjourn; seconded by Member Sam McKinley. Motion carried 5-0.

Administrative Manager