

MINUTES
BROOKVILLE MUNICIPAL AUTHORITY
Tuesday, July 12, 2016 @ 4:00 P.M.

The Brookville Municipal Authority met in Council Chambers on Tuesday, July 12, 2016 at 4:00 P.M. with the following in attendance:

MEMBERS

Bradley Miller
David Love
Tom Dinger
Robert Moss
Sam McKinley

STAFF

Manager Dana D. Shick
Accountant Kerry Swineford
Commissioner Clyde Bullers
Engineer Mark Glenn
Solicitor Jim Dennison
Recorder Christine Gunning

VISITORS

Patti Slaughter
Matt Triponey
Brad Lashinsky
Chris Sherman

CALL TO ORDER:

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

APPROVAL OF MINUTES:

Member Tom Dinger moved to approve the minutes of the June 14th meeting as submitted; seconded by Member Robert Moss. Motion carried 5-0.

FINANCIAL REPORTS:

Accountant Kerry Swineford stated Rose Township has not been put on the books yet. Accountant Kerry Swineford stated he has the entry written up. Accountant Kerry Swineford stated he talked to Auditor Larry Gabler about this, and Auditor Gabler wants to wait until he finishes the audit. Vice-Chairman David Love stated Accountant Kerry Swineford cashed a CD on the sewer side to put it in the checking account at my suggestion. Vice-Chairman David Love moved to accept the financial reports as presented; seconded by Member Tom Dinger. Motion carried 5-0.

VISITORS:

A. Brad Lashinsky – Jefferson County Development Council – Development

Update – Brad Lashinsky, Executive Director of the Jefferson County Development Council, stated he would like to give us an update on the business park. Brad Lashinsky stated the U.S. Army Corps of Engineers got back to Gwin, Dobson, and Foreman requesting additional mapping. Executive Director Brad Lashinsky stated the mapping must be sent in today. Executive Director Brad Lashinsky stated their hope is they will essentially sign off or agree to it, then it goes to the Department of Environmental Protection (DEP) for final approval. Executive Director Brad Lashinsky stated Phase One is complete, and we are ready to move on to Phase Two. Vice-Chairman David Love stated he just paid a tax bill for a property at the Corsica exit. Vice-Chairman David Love stated it was a KOZ property. Vice-Chairman David Love asked how to get that property back in that category so we do not have to pay taxes on it. Executive

Director Brad Lashinsky stated he has not seen anything indicating that Governor Tom Wolf will recognize the program and open it back up. Executive Director Brad Lashinsky stated if there was a company that was interested in purchasing it, and wanted to build something on it, there is that opportunity. Vice-Chairman David Love stated he mentioned this property so it is on your radar and you know we want to sell it. Vice-Chairman David Love stated the property is 90 acres. Executive Director Brad Lashinsky stated he can put it on the real estate tab on their website free of charge to avoid a commission fee. Vice-Chairman David Love asked if Executive Director Brad Lashinsky would be interested in having a copy of a study done by Gwin, Dobson, and Foreman regarding line extensions and other topics. Executive Director Brad Lashinsky stated they would like a copy of that report because the county is getting ready to update its ten year comprehensive plan. Executive Director Brad Lashinsky stated they were awarded a \$25,000.00 grant through the Department of Community and Economic Development, and one of their goals is to look at our infrastructure throughout the county and try to update it and extend it. Engineer Mark Glenn stated Gwin, Dobson, and Foreman will send Executive Director Brad Lashinsky some information. Executive Director Brad Lashinsky stated the Department of Transportation (DOT) is requiring all truck haulers starting January 1, 2017 to switch over to electronic book, and they will be made to get off at the eleventh hour. Executive Director Brad Lashinsky stated this should cause a trickle down effect with more goods and services being purchased in Brookville.

B. Chris Sherman/Water Service Request for Mendenhall Road – Chris Sherman, a resident on Mendenhall Road, stated he would like to get water service from the Brookville Municipal Authority. Chris Sherman stated he went to the township to talk to them about getting some funding, and found that they do not know what to do. Chris Sherman stated he asked if he could do anything to help, and they asked him to write the grant for them. Chris Sherman stated he does not know how to write a grant. Chris Sherman stated everyone on Mendenhall Road signed off that they want water out there. Solicitor Jim Dennison stated the Brookville Municipal Authority is starting to look at different areas to expand onto. Vice-Chairman David Love stated what makes it problematic for the Brookville Municipal Authority is if one homeowner does not want the water. Vice-Chairman David Love stated it would be helpful to know if everyone wanted our water. Vice-Chairman David Love stated if there was a petition put out and everyone signed it, it would be helpful to have that petition in the Brookville Municipal Authority's possession. Vice-Chairman David Love stated the Brookville Municipal Authority is not against extending lines, it is just that we have limited resources. Vice-Chairman David Love stated the challenge the Authority faces is trying to figure out ways to get the resources to make it affordable. Engineer Mark Glenn stated the Bureau of Mining might pay for the materials.

COMMITTEE REPORTS:

A. Engineer's Report – Attached

UNFINISHED BUSINESS:

- A. Pennsylvania Municipal Authorities Association's (PMAA) Conference – Voting Delegate** – Manager Dana D. Shick stated the Board needs to decide who will be their Pennsylvania Municipal Authorities Association's (PMAA) voting delegate this year. Vice-Chairman David Love moved that Manager Dana D. Shick be appointed as our voting delegate at the Pennsylvania Municipal Authorities Association's (PMAA) Conference; seconded by Member Sam McKinley. Motion carried 5-0.
- B. Third Water Well** – Solicitor Jim Dennison stated the agreement regarding the third water well is pretty much done.

NEW BUSINESS:

- A. Sprinkler Testing** – Commissioner Clyde Bullers stated when anyone wants a sprinkler test for insurance purposes, we offer that as a free service. Commissioner Clyde Bullers stated he does not know if we should charge a fee. Commissioner Clyde Bullers stated as laws change there is more interest by residential customers to install sprinkler systems, and he does not know legally what we can and cannot do when it comes to shutting people off for nonpayment if they have sprinkler systems. Commissioner Clyde Bullers stated we need to look into this. Vice-Chairman David Love stated we have some rules and procedures regarding the installation of water and sewer services. Vice-Chairman David Love stated we have made some changes and they are outdated. Vice-Chairman David Love stated that change in regard to PVC is a major change. Vice-Chairman David Love stated that brings us back to whether we should charge for sprinkler testing. Chairman Brad Miller asked Engineer Mark Glenn how other communities handle sprinkler tests. Engineer Mark Glenn stated it is just like any other charge or customers facilities fee under Act 57. Engineer Mark Glenn stated it has to fairly reflect the actual cost of doing the test. Vice-Chairman David Love asked Commissioner Clyde Bullers to talk to the guys to see what the average cost is and bring it back to discuss at the next meeting.
- B. Personnel Meeting Update** – Vice-Chairman David Love stated the Personnel Committee had a preliminary meeting to discuss the up and coming union negotiations. Vice-Chairman David Love stated the meeting with the union is scheduled for August 23rd. Vice-Chairman David Love stated the Personnel Committee needs to have another meeting before August 23rd to get prepared.
- C. Approval of Pickering Street Invoice** – Manager Dana D. Shick stated we have the Bison Construction invoice in the amount of \$133,882.05, and the Borough will pay \$60,712.00 of that total. Manager Dana D. Shick stated we need a formal motion to pay the invoice. Vice-Chairman David Love moved to approve making a payment to Bison Construction; seconded by Member Tom Dinger. Motion carried 5-0.
- D. Requisition Number One to USDA** – Manager Dana D. Shick stated it did not make the agenda, but we do have the reimbursement and payment requisition that Engineer Mark Glenn was talking about. Manager Dana D. Shick stated requisition number one is to USDA and it includes Terra Works

as the contractor in the amount of \$153,000.00. Manager Dana D. Shick stated we have numerous items that Chairman Brad Miller and she will need to sign off to approve that. Manager Dana D. Shick stated requisition number two is for \$298,803.48 with a side note that we will have to pay the Terra Works invoice and then we will be reimbursed for that which is in the amount of \$102,005.10. Member Tom Dinger moved to approve the two forms of requisition; seconded by Member Sam McKinley. Motion carried 5-0.

COMMUNICATIONS AND ANNOUNCEMENTS:

- A. **Source Water Protection Meeting** – Manager Dana D. Shick reported there was a Source Water Protection meeting on Thursday, June 30th at 7:00 P.M. in Council Chambers at the Borough Complex. Manager Dana D. Shick stated this meeting went very well, so we will not have another meeting until approximately this time next year. Vice-Chairman David Love stated there is no Marcellus drilling in our water shed.

BOARD/STAFF REPORTS & INFORMATION:

A. **Commissioner Clyde Bullers**

1. **Main Street Paving** – Commissioner Clyde Bullers stated the final top coat on Main Street was completed.
2. **Sludge Removal** – Commissioner Clyde Bullers stated at the water plant they are in the beginning process of removing the sludge.
3. **Data Computer at Water Plant** – Commissioner Clyde Bullers stated the water plant's data computer went down on Monday. Commissioner Clyde Bullers stated this computer is six years old, and it needs upgraded. Commissioner Clyde Bullers stated it is recommended that we purchase a new computer that would cost \$6,253.86 with a one year warranty and thirty day service agreement. Commissioner Clyde Bullers stated he thinks this is something we need to consider. The Board authorized Commissioner Clyde Bullers to purchase the new computer for \$6,253.86.
4. **Lead and Copper Test Results** – Commissioner Clyde Bullers stated the lead and copper test results are in, and everything looks good. Commissioner Clyde Bullers stated all our numbers are way below the maximum contaminant level (MCL).
5. **Maintenance Activities** – Commissioner Clyde Bullers stated they made three main line repairs this last month and two service line repairs. Commissioner Clyde Bullers stated they made two wastewater line repairs on Jenks Street and Richards Street.

MEDIA COMMENTS/QUESTIONS/CLARIFICATION: None

CALL FOR ADJOURNMENT:

At 5:05 P.M. Member Tom Dinger moved to adjourn; seconded by Member Sam McKinley. Motion carried 5-0.

Administrative Manager