

**MINUTES
BROOKVILLE MUNICIPAL AUTHORITY
Tuesday, November 8, 2016 @ 4:00 P.M.**

The Brookville Municipal Authority met in Council Chambers on Tuesday, November 8, 2016 at 4:00 P.M. with the following in attendance:

MEMBERS

David Love
Tom Dinger
Robert Moss
Sam McKinley – arrived @
4:15 P.M.

STAFF

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

VISITORS

Patti Slaughter
Matt Triponey

CALL TO ORDER:

Vice-Chairman David Love called the meeting to order at 4:00 P.M.

APPROVAL OF MINUTES:

Member Tom Dinger stated he had one correction to make to the minutes. Member Tom Dinger stated in 'New Business', under item number three, in the next to the last sentence, the word 'million' should be 'thousand'. Member Tom Dinger moved to approve the minutes of the October 11th meeting with that correction; seconded by Member Robert Moss. Motion carried 3-0.

FINANCIAL REPORTS:

- A. Review of Financial Statements** – Accountant Kerry Swineford stated the sewer cash increased because we received almost \$500,000.00 in grant money. Accountant Kerry Swineford stated the issue with the penny was resolved, so next month we will have financial statements that are similar to the auditor's financial statements. Vice-Chairman David Love stated we are holding approval of the budget until next month. Member Robert Moss moved to accept the financial statements as submitted; seconded by Member Tom Dinger. Motion carried 3-0.

VISITORS: None

COMMITTEE REPORTS:

A. Engineer's Report

1. **Written Report** – Attached
2. **Payment Requisitions** –
 - a. **Terra Works Incorporated Payment Requisition Number Five** –
Engineer Travis Long stated we have payment requisition number five from Terra Works Incorporated in the amount of \$36,000.00 for work on the White Street pump station. Member Tom Dinger moved to approve payment requisition number five from Terra Works Incorporated in the

amount of \$36,000.00; seconded by Member Robert Moss. Motion carried 3-0.

- b. **Bison Construction Payment Requisition Number Four** - Engineer Travis Long stated we have payment requisition number four from Bison Construction in the amount of \$167,949.47 for the interceptor sewer replacement. Member Tom Dinger moved to approve payment requisition number four from Bison Construction in the amount of \$167,949.47; seconded by Member Robert Moss. Motion carried 3-0.
- c. **USDA-Rural Development Payment Requisition Number Five** – Engineer Travis Long reported USDA-Rural Development payment requisition number five has been compiled with the following requisition amounts: contract number one for Terra Works in the amount of \$36,000.00; contract number three from Bison Construction in the amount of \$167,949.47; and Gwin, Dobson, and Foreman invoice number twenty two in the amount of \$19,284.00 for a total of \$223,233.47. Engineer Travis Long reported 66.67% of the contract number one and three will be filed with DCED-CFA as requisition number six in the amount of \$135,973.11. Engineer Travis Long reported the remaining will be filed with USDA-RD in the amount of \$87,260.36. Engineer Travis Long stated he just needs signatures for this and that no motion needs to be made since this was already approved.
- d. **Bison Construction Payment Requisition Number Four** - Engineer Mark Glenn stated he needs a motion to approve Bison Construction's payment requisition number four in the amount of \$69,732.71 for the Short Street and Richards Street water line for payment by general funds. Member Sam McKinley moved to approve Bison Construction's payment requisition number four in the amount of \$69,732.71; seconded by Member Robert Moss. Motion carried 4-0.

B. Personnel Committee

- 1. **Employee Contract Negotiations** – Personnel Committee Member David Love stated they are continuing to have negotiations with the union, and their next meeting is Tuesday, November 22, 2016. Personnel Committee Member David Love stated we hope to wrap up negotiations at that time.

UNFINISHED BUSINESS:

- A. **Third Water Well** – Engineer Travis Long stated he and Commissioner Clyde Bullers met with United Electric, and they looked at the scope of the project. Engineer Travis Long stated it looks like the most viable option would be to come off the power off the pole behind the plant. Engineer Travis Long stated one additional pole would need set outside the fence, and then run underground all the way up to the well site. Engineer Travis Long stated United Electric does not want any conduit, they just want it in sand. Engineer Travis Long stated United Electric will provide the wire and installation for eighteen dollars per foot, which would result in an approximate \$300,000.00 cost savings from the estimate he gave the Board. Vice-Chairman David Love stated he does not have a stomach for even that

cost, and asked about possible alternatives. Engineer Travis Long stated to wait and see what the water withdrawal allocation is actually going to be. Engineer Travis Long stated an archaeological study would have to be done before we even drill a test well. Engineer Travis Long stated he thinks we should test a ten by ten area to see if this is a viable well. Vice-Chairman David Love asked Engineer Travis Long to get a cost estimate on that.

- B. Corsica Water Tank Property Agreement** – Solicitor Jim Dennison stated he did a title search on it. Solicitor Jim Dennison stated National Fuel is expecting a subdivision on it. Solicitor Jim Dennison stated we will have surveyor Jack Chamberlin handle that end of it. Member Tom Dinger moved to have surveyor Jack Chamberlin handle any subdivision work on the Corsica water tank property; seconded by Member Robert Moss. Motion carried 4-0. Vice-Chairman David Love asked Commissioner Clyde Bullers to get a quote from surveyor Jack Chamberlin on his rates, and stated Ken Berlin works for surveyor Jack Chamberlin.

NEW BUSINESS:

- A. Reappoint Member Brad Miller** – Vice-Chairman David Love stated the Board needs to make a motion requesting Brookville Borough Council to reappoint Brad Miller to an additional five year term on the Brookville Municipal Authority Board that Brad Miller has agreed to accept. Member Tom Dinger moved to request that the Brookville Borough Council reappoint Brad Miller to another five year term on the Brookville Municipal Authority Board; seconded by Member Robert Moss. Motion carried 4-0.
- B. Board Designations – Membrane Replacement Funds (\$50k)** – Vice-Chairman David Love stated the Board can restrict funds or set them aside, and it has been putting \$54,000.00 aside each year for membrane replacement in the new water plant. Vice-Chairman David Love stated we know that is going to be an incredible amount of money when the time comes, but we have no knowledge of when that will occur. Vice-Chairman David Love stated it is the opinion of the Finance Committee that we should be setting this \$54,000.00 aside for the day when that comes. Vice-Chairman David Love stated this motion would be to have the Board restrict those funds, and it will appear as a separate line item on the balance sheet so that money cannot be spent for something else. Vice-Chairman David Love stated we are tabling this until next month.
- C. New Truck Purchase** – Commissioner Clyde Bullers stated he received information that leftover 2016 model is no longer available. Commissioner Clyde Bullers stated the 2017 model could be here by the end of the year. Commissioner Clyde Bullers stated they are purchasing the vehicle through the Costars program. Commissioner Clyde Bullers stated the vehicle would replace a 2004 GMC snow plow truck that has definitely reached its limit. Commissioner Clyde Bullers stated the 2017 model would cost \$32,580.00. Member Sam McKinley moved to approve the purchase in 2016 of the 2017 truck from the sewer fund; seconded by Member Robert Moss. Motion carried 4-0. Commissioner Clyde Bullers stated he needs permission to do the signing

for the truck when it comes in. Member Sam McKinley moved to give Commissioner Clyde Bullers authority to sign for the 2017 truck that was previously approved in the amount of \$32,580.00; seconded by Member Robert Moss. Motion carried 4-0.

COMMUNICATIONS AND ANNOUNCEMENTS:

- A. **Holiday Collection – Willow Run Sanctuary** – Manager Dana D. Shick stated she wanted to remind everyone of the collection for the Willow Run Animal Sanctuary in Coolspring for pet supplies going on now through December 16th in the lobby of the Borough Building.

BOARD/STAFF REPORTS & INFORMATION:

- A. **Commissioner Clyde Bullers**
1. **I and I Work on Pennsylvania Avenue** – Commissioner Clyde Bullers stated the sewer plant did some I and I work on Pennsylvania Avenue, and it was completed.
 2. **White Street Pump Station** – Commissioner Clyde Bullers reported they had some problems with the White Street pump station that need investigated further.
 3. **Jimmy Kessler** – Commissioner Clyde Bullers stated Jimmy Kessler completed his probationary period on October 18th, and was moved to full-time status on October 19th.
 4. **Sed Basin Cleanings** – Commissioner Clyde Bullers stated the water plant completed two out of three sed basin cleanings.
 5. **Fire Hydrants** – Commissioner Clyde Bullers stated winter maintenance and painting of fire hydrants is ongoing. Commissioner Clyde Bullers stated part-time employee Bob Himes has been working on the fire hydrants.

MEDIA COMMENTS/QUESTIONS/CLARIFICATION: None

CALL FOR ADJOURNMENT:

At 4:46 P.M. Member Tom Dinger moved to adjourn; seconded by Member Robert Moss. Motion carried 4-0.

Administrative Manager