

MINUTES
BROOKVILLE MUNICIPAL AUTHORITY
Tuesday, March 14, 2017 @ 4:00 P.M.

The Brookville Municipal Authority met in Council Chambers on Tuesday, March 14, 2017 at 4:00 P.M. with the following in attendance:

MEMBERS

Brad Miller
David Love
Tom Dinger
Robert Moss – arrived @
4:14 P.M.

STAFF

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

VISITORS

Matt Triponey
Patti Slaughter
John Wirick
Nancy Wirick

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 February 14th meeting as submitted; seconded by Vice-Chairman David Love. Motion carried 3-0. Member Tom Dinger moved to approve the minutes of the special meeting on February 23rd as submitted; seconded by Vice-Chairman David Love. Motion carried 3-0.

FINANCIAL REPORTS:

- A. **Review of Financial Statements** – Vice-Chairman David Love moved to approve the financial statements as presented; seconded by Member Tom Dinger. Motion carried 3-0.

VISITORS:

- A. **John and Nancy Wirick – Request for a Privacy Fence** – Brookville resident John Wirick stated they heard about the new sewer plant, and they have a rental property right along the edge of it. John Wirick stated they are asking for a privacy fence to be put in for their tenants. Chairman Brad Miller stated we will see what we can do. Engineer Travis Long stated we will try to keep as many of the perimeter trees as possible, and we can look into a privacy fence.

COMMITTEE REPORTS:

A. **Engineer's Report**

1. **Written Report** – Attached
2. **Change Orders** – Engineer Travis Long stated relative to the Phase One Wastewater Treatment Improvements Project that is ongoing, there are two pending change orders. Engineer Travis Long reported they do not need to be voted on, he just wants to make the board aware of them. Engineer Travis Long stated one of them is with Enertech Electrical, and regards the pumps

that we are getting at the White Street pump station. Engineer Travis Long stated we made some modifications to the system, and the pump manufacturers require some additional amperage, voltage, and electrical work. Engineer Travis Long stated right now the potential increase would be \$4,500.00 or \$4,600.00 to do that work. Engineer Travis Long stated they are currently having that looked at by an electrical engineer. Engineer Travis Long stated with those pumps there is a pretty significant lag time. Engineer Travis Long stated the contractors are telling us they will easily meet the final completion deadline. Engineer Travis Long stated what we had listed as a substantial completion deadline of the end of April, the USDA had asked us to consider putting in a change order for a time extension. Engineer Travis Long stated it would be a no-cost change.

3. Payment Requisitions –

a. Terra Works Incorporated Payment Requisition Number Nine –

Engineer Travis Long stated we have payment requisition number nine from Terra Works Incorporated in the amount of \$173,483.49. Member Tom Dinger moved to approve payment requisition number nine from Terra Works Incorporated in the amount of \$173,483.49; seconded by Vice-Chairman David Love. Motion carried 3-0. Engineer Travis Long reported of this total, 66.6% will be paid with PennWorks grant funds and the remaining 33.3% through USDA.

b. Bison Construction Payment Requisition Number Seven – Engineer Travis Long stated we have payment requisition number seven from Bison Construction in the amount of \$115,929.46 for line improvements. Vice-Chairman David Love moved to approve payment requisition number seven from Bison Construction in the amount of \$115,929.46; seconded by Member Tom Dinger. Motion carried 3-0. Engineer Travis Long reported of the total, 66.6% will be paid with PennWorks grant funds and the remaining 33.3% through USDA.

c. Requisition Number Nine to USDA – Engineer Travis Long stated two Gwin, Dobson, and Foreman requisitions for the construction phase in the amounts of \$3,225.00 and \$12,075.00 are included in this USDA requisition. Engineer Travis Long stated technically this has already been approved as part of the engineering agreement. Engineer Travis Long stated a total of \$304,712.95 is being requested for reimbursement through the two funding sources; \$111,761.34 from USDA and \$192,951.61 from DCED.

d. USDA Additional Loan – Engineer Travis Long stated regarding the wastewater treatment facility, with the apparent bids of \$11,879,000.00 from Global Heavy Corporation for the general-mechanical work and \$3,141,592.65 from Westmoreland Electric for the electrical work, we are approximately two and a half million dollars over what was budgeted. Engineer Travis Long stated they made some adjustments to the existing budget to bring that number down to two million dollars. Engineer Travis Long stated they requested supplemental funding from USDA and it was approved. Engineer Travis Long stated USDA is looking for a motion

approving the additional loan of two million dollars. Vice-Chairman David Love moved to approve the additional two million dollar loan from USDA; seconded by Member Tom Dinger. Motion carried 4-0.

- e. **Finalizing the Agreement** – Engineer Travis Long stated with the previous motion, we remain on track for the wastewater treatment facility project. Engineer Travis Long stated we have all the contract documents from Global Heavy Corporation and Westmoreland Electric. Engineer Travis Long stated we have their insurances and bonds, and everything was checked out. Engineer Travis Long stated he needs a motion to authorize Chairman Brad Miller to sign the documents to finalize the agreement. Vice-Chairman David Love moved to authorize Chairman Brad Miller to sign the documents to finalize the agreement; seconded by Member Tom Dinger. Motion carried 4-0.
- f. **Executive Session** – Solicitor Jim Dennison requested an executive session to discuss one easement for the Phase 1B Project.

UNFINISHED BUSINESS:

- A. **Union Agreement** – Solicitor Jim Dennison stated he sent the Union Agreement to everybody, but has not received anything back. Vice-Chairman David Love stated it looks fine to him. Solicitor Jim Dennison stated it should be good to go.
- B. **National Fuel Agreement – Corsica Property** – Solicitor Jim Dennison stated he prepared the deed and sent it to National Fuel.
- C. **Timber Update** – Chairman Brad Miller reported he spoke with Matson Lumber last week. Chairman Brad Miller stated they are doing the northern section of that timber right now on the east side of North Fork, and they would like an extension of the contract. Vice-Chairman David Love moved to extend the contract for Matson Lumber through next winter; seconded by Member Tom Dinger. Motion carried 4-0.

NEW BUSINESS:

- A. **Spring Hydrant Flushing Schedule** – Commissioner Clyde Bullers reported they will be doing spring hydrant flushing April 18th through May 2nd. Commissioner Clyde Bullers stated they will use telephone notification like in the past. Commissioner Clyde Bullers stated customers may have low water pressure and cloudy water in areas that are being flushed.
- B. **Bulk Water Rates** – Commissioner Clyde Bullers suggested raising the bulk water truck hauling rate from two cents per gallon to five cents or more per gallon. Vice-Chairman David Love suggested raising the bulk water truck hauling rate to five cents per gallon and reviewing it in a year. Vice-Chairman David Love moved to change the bulk water truck hauling rate to five cents per gallon; seconded by Member Robert Moss. Motion carried 4-0.
- C. **EnerNOC Agreement** – Commissioner Clyde Bullers stated the present EnerNOC Agreement runs out May 31st of this year. Commissioner Clyde Bullers stated they have asked us to renew it, however there have been some changes. Commissioner Clyde Bullers stated the Obama administration through the Environmental Protection Agency (EPA) has put a lot of air quality emissions

rules and regulations on generators, especially ones that are using diesel fuel, therefore we are ineligible to receive any compensation at this time. Commissioner Clyde Bullers stated EnerNOC feels that possibly the Trump administration may change some of these rules and regulations, so they feel we should stay in the loop and renew our agreement. Vice-Chairman David Love moved to approve extending the EnerNOC Agreement; seconded by Member Tom Dinger. Motion carried 4-0.

COMMUNICATIONS AND ANNOUNCEMENTS:

- A. **Pennsylvania Municipal Authorities Association's (PMAA) Region 7 Spring Meeting** – Manager Dana D. Shick stated the Pennsylvania Municipal Authorities Association's (PMAA) Region 7 spring meeting is scheduled for Thursday, May 18th at the Kinzua Bridge visitor center. Manager Dana D. Shick stated any board members who are interested in attending should let her know. Manager Dana D. Shick stated reservations are due back in by May 2nd. Manager Dana D. Shick stated there is no cost for the event this year, and she plans on attending.

BOARD/STAFF REPORTS & INFORMATION:

- A. **Solicitor Jim Dennison – Executive Session** – Solicitor Jim Dennison requested an executive session to discuss a legal matter with no action expected.

MEDIA COMMENTS/QUESTIONS/CLARIFICATION: None

EXECUTIVE SESSION:

The Brookville Municipal Authority Board entered an executive session at 4:51 P.M. to discuss a legal matter with no action expected. Executive session ended at 5:10 P.M. with no action taken.

CALL FOR ADJOURNMENT:

At 5:10 P.M. Vice-Chairman David Love moved to adjourn; seconded by Member Robert Moss. Motion carried 4-0.

Administrative Manager