

**MINUTES**  
**BROOKVILLE MUNICIPAL AUTHORITY**  
**Tuesday, May 8, 2018 @ 4:00 P.M.**

The Brookville Municipal Authority met in Council Chambers on Tuesday, May 8, 2018 at 4:00 P.M. with the following in attendance:

**MEMBERS**

Brad Miller  
Tom Dinger  
Robert Moss  
Sam McKinley  
Roger Shaw

**STAFF**

Manager Dana D. Schreckengost  
Accountant Kerry Swineford  
Commissioner Clyde Bullers  
Engineer Josh Gunnett  
Recorder Christine Gunning  
Solicitor Jim Dennison

**VISITORS**

Patti Slaughter  
Rose James

**CALL TO ORDER:**

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

**APPROVAL OF MINUTES:**

Vice-Chairman Tom Dinger moved to approve the minutes of the April 10<sup>th</sup> meeting as submitted; seconded by Member Robert Moss. Motion carried 5-0.

**FINANCIAL REPORTS:**

- A. **Review of Financial Statements** – Vice-Chairman Tom Dinger moved to approve the financial reports as presented; seconded by Member Sam McKinley. Motion carried 5-0.

**VISITORS:** None

**COMMITTEE REPORTS:**

**A. Engineer's Report**

1. **Written Report** – Attached
2. **Change Orders** –
  - a. **Phase 1A** – Engineer Josh Gunnett reported there are no further change orders for Phase 1A.
  - b. **Phase 2** – Engineer Josh Gunnett stated there are no change orders for Phase 2 at this time.
3. **Payment Requisitions** – Engineer Josh Gunnett reported requisition number twenty three to USDA has the following components:
  - a. **Bison Construction Incorporated - No Payment Requisition** – Engineer Josh Gunnett reported Bison Construction does not have a payment requisition this month.
  - b. **Global Heavy Corporation Payment Requisition Number Thirteen** – Engineer Josh Gunnett stated we have payment requisition number

thirteen from Global Heavy Corporation in the amount of \$824,641.32 for Phase Two general-mechanical work for the wastewater treatment plant. Vice-Chairman Tom Dinger moved to approve payment requisition number thirteen from Global Heavy Corporation in the amount of \$824,641.32; seconded by Member Roger Shaw. Motion carried 5-0.

- c. **Westmoreland Electric Services, Incorporated Payment Requisition Number Seven** – Engineer Josh Gunnett stated we have payment requisition number seven from Westmoreland Electric in the amount of \$54,967.02. Member Sam McKinley moved to approve payment requisition number seven from Westmoreland Electric in the amount of \$54,967.02; seconded by Vice-Chairman Tom Dinger. Motion carried 5-0.
- d. **Diehl Contracting LLC** – Engineer Josh Gunnett stated Diehl Contracting did not submit a payment requisition this month.
- e. **Requisition Number Twenty Three to USDA** – Engineer Josh Gunnett stated requisition number twenty three to USDA in the amount of \$899,669.34 includes Gwin, Dobson, and Foreman invoice number thirty-seven in the amount of \$20,061.00 which was previously approved in the engineering agreement. Vice-Chairman Tom Dinger moved to approve requisition number twenty three to USDA in the amount of \$899,669.34; seconded by Member Sam McKinley. Motion carried 5-0.
- f. **Total Payment Requisitions** – Engineer Josh Gunnett reported total payment requisitions this month are \$899,669.34.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

- A. **Laurel Festival – Water Hydrant Use** – Manager Dana D. Schreckengost stated we had a request from the Laurel Festival to use our water hydrants on Main Street for the Laurel Festival. Manager Dana D. Schreckengost stated they want to do a Battle of the Barrels, and she does not have an exact date for that. Manager Dana D. Schreckengost stated their deadline for the Brookville Volunteer Fire Company to respond is not until June 1<sup>st</sup> so we will not know any more detail until the next meeting. Manager Dana D. Schreckengost stated they are looking at doing a Battle of the Barrels from 1:00 P.M. to 3:00 P.M. Manager Dana D. Schreckengost stated she would let the Board know when we get more details on that.
- B. **Bond Fee Agreement** – Manager Dana D. Schreckengost stated we have a new bond agreement we need to approve. Manager Dana D. Schreckengost stated this is part of closing out the internal loan process. Manager Dana D. Schreckengost stated our bond agent, Ben Reed, has changed companies that he works for, and we just have to re-do the agreement for his new company. Manager Dana D. Schreckengost stated Ben Reed states in here it is exactly the same letter and that it is just now with the new company. Manager Dana D. Schreckengost stated Ben Reed reported originally there was an amendum to the origination fee, and that is just now in the agreement. Member Sam McKinley moved to approve the

bond agreement between the Brookville Municipal Authority and Eckert, Seamans Cherin, and Lot, our Bond Counsel; seconded by Vice-Chairman Tom Dinger. Motion carried 5-0

- C. **Executive Session** – Manager Dana D. Schreckengost requested an executive session for a legal matter.

**COMMUNICATIONS AND ANNOUNCEMENTS: None**

**BOARD/STAFF REPORTS & INFORMATION:**

**A. Commissioner Clyde Bullers**

1. **Spring Hydrant Flushing** – Commissioner Clyde Bullers stated spring hydrant flushing is completed. Commissioner Clyde Bullers reported all of the Brookville Municipal Authority's fire hydrants were operated and flushed, and some private hydrants in town were operated and flushed. Commissioner Clyde Bullers reported approximately half the main valves were operated. Commissioner Clyde Bullers stated they did find five hydrants with some deficiencies, and they have already been repaired.
2. **South Main Street I&I Project** – Commissioner Clyde Bullers reported the South Main Street I&I Project has begun, and is about ten percent completed.
3. **Corsica Water Plant** – Commissioner Clyde Bullers reported last week at the Corsica Water Plant they discovered there is a seventy two inch galvanized culvert where the driveway crosses with the Welch Run, and the acid mine drainage that comes through that has eaten a lot of that galvanized pipe which has collapsed, and is causing the road to settle down on one side. Commissioner Clyde Bullers stated all the pipe in there is starting to corrode and fall apart. Commissioner Clyde Bullers stated it does not make much sense to just replace a ten foot section. Commissioner Clyde Bullers stated it costs around two thousand dollars a section. Commissioner Clyde Bullers stated he talked to Gwin, Dobson, and Foreman and we would like to go with plastic pipe which is sixty inch, and that requires a permit when we reduce the size of the drain.
4. **Annual Reports** – Commissioner Clyde Bullers stated all the annual reports have been completed. Chairman Brad Miller stated he commends Commissioner Clyde Buller's crew for doing all the flushing successfully.

**B. Solicitor Jim Dennison**

1. **Executive Session** – Solicitor Jim Dennison stated he has a legal issue for executive session.
2. **Loan Closing with USDA** – Solicitor Jim Dennison stated on the loan closing with USDA, as part of the requirements they require a guarantee with the Borough of Brookville, a portion of the system in Knox Township, Rose Township, and Pine Creek Township. Solicitor Jim Dennison stated they are going to allocate a portion of the guarantee to each of those communities, and each of those communities will have to do a guarantee agreement and ordinance. Solicitor Jim Dennison stated there is a lot of work to be done.

**MEDIA COMMENTS/QUESTIONS/CLARIFICATION: None**

**EXECUTIVE SESSION:**

The Brookville Municipal Authority Board entered an executive session at 4:43 P.M. to discuss a legal matter with no action expected. Executive session ended at 5:22 P.M. with no action taken.

**CALL FOR ADJOURNMENT:**

At 5:22 P.M. Vice-Chairman Tom Dinger moved to adjourn; seconded by Member Robert Moss. Motion carried 5-0.

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Administrative Manager