

**MINUTES  
BROOKVILLE MUNICIPAL AUTHORITY  
Tuesday, January 8, 2019 @ 4:00 P.M.**

The Brookville Municipal Authority met in Council Chambers on Tuesday, January 8, 2019 at 4:00 P.M. with the following in attendance:

**MEMBERS**

Brad Miller  
Tom Dinger  
Roger Shaw  
Robert Moss

**STAFF**

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

**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 December 11<sup>th</sup> meeting as submitted; seconded by Member Robert Moss. Motion carried 4-0.

**FINANCIAL REPORTS:**

- A. **Review of Financial Statements** – Accountant Kerry Swineford stated the financials he attached are preliminary. Accountant Kerry Swineford stated there is a lot to do to close out the year. Accountant Kerry Swineford stated he will keep updating the financial reports. Member Robert Moss moved to approve the financial reports as presented; seconded by Vice-Chairman Tom Dinger. Motion carried 4-0.

**VISITORS:** None

**COMMITTEE REPORTS:**

**A. Engineer's Report**

1. **Written Report** – Attached
2. **Payment Requisitions** –
  - a. **USDA-Rural Development – Payment Number 33** - Engineer Josh Gunnett reported requisition number thirty-three to USDA has the following components:
    1. **Global Heavy Corporation Payment Requisition Number Twenty-One** – Engineer Josh Gunnett stated we have payment requisition number twenty-one from Global Heavy Corporation in the amount of \$161,061.81 for Phase Two general-mechanical work for the wastewater treatment plant. Vice-Chairman Tom Dinger moved to

approve payment requisition number twenty-one from Global Heavy Corporation in the amount of \$161,061.81; seconded by Member Roger Shaw. Motion carried 4-0.

**2. Requisition Number Thirty-Three to USDA-Rural Development** –

Engineer Josh Gunnett stated requisition number thirty-three to USDA in the amount of \$171,906.81 includes Gwin, Dobson, and Foreman invoice number forty-five in the amount of \$10,845.00 which was previously approved in the engineering agreement. Vice-Chairman Tom Dinger moved to approve requisition number thirty-three to USDA in the amount of \$171,906.81; seconded by Member Robert Moss. Motion carried 4-0.

**b. Total Payment Requisitions** – Engineer Josh Gunnett reported total payment requisitions this month are \$171,906.81.

**c. Government Shutdown/Payments** – Manager Dana D. Schreckengost stated on the note of payment requisitions, with the federal government shutdown the USDA will not be reimbursing us until that is resolved. Manager Dana D. Schreckengost stated in order to keep our contractors happy and keep progressing she is proposing we pay the money, and whenever the federal government opens back up we will be reimbursed. Manager Dana D. Schreckengost stated we have two sewer cd's maturing on January 22<sup>nd</sup>. Manager Dana D. Schreckengost stated she recommends turning this over to the Finance Committee to allow them to make the decision on January 22<sup>nd</sup> to either cash those cd's until the USDA opens back up, or if the USDA opens back up before January 22<sup>nd</sup> the Finance Committee can choose the best rate of interest and put that back into a cd. After some discussion, Vice-Chairman Tom Dinger moved to authorize the Finance Committee to make the decision on the two cd's maturing on January 22<sup>nd</sup>; seconded by Member Robert Moss. Motion carried 4-0.

**3. Change Orders** –

**a. Global Heavy Change Order Number Seven - Phase 2 Wastewater Treatment Facility General-Mechanical Work** –

Engineer Josh Gunnett stated there is one change order on contract four from Global Heavy in the amount of \$5,325.90 and thirty-seven days for Phase 2 wastewater treatment facility general-mechanical work. Engineer Josh Gunnett stated this change order is mainly for weather delays. Member Roger Shaw moved to approve change order number seven from Global Heavy in the amount of \$5,325.90 plus the thirty-seven days; seconded by Vice-Chairman Tom Dinger. Motion carried 4-0. Engineer Josh Gunnett stated currently their substantial completion date is January 14<sup>th</sup>, and that would move it to February 20<sup>th</sup>. Engineer Josh Gunnett stated their final completion date is currently April 14<sup>th</sup>, and that would move it to May 21<sup>st</sup>.

**4. Demolition of the Old RBC's /American Resource Recovery Proposal** –

Engineer Josh Gunnett stated American Resource Recovery was onsite on December 30<sup>th</sup> and have been back onsite this week. Engineer Josh Gunnett

stated American Resource Recovery originally told them they could do this at no cost. Engineer Josh Gunnett stated they have provided them with a proposal to demolish the old RBC's for \$6,879.00. Vice-Chairman Tom Dinger moved to approve the American Resource Recovery Corporation's demolition proposal of the old RBC's in the amount of \$6,879.00; seconded by Member Robert Moss. Motion carried 4-0.

5. **2019 Chemical Bid Tabulation** – Engineer Josh Gunnett read the low bidders from the tabulation (attached). Vice-Chairman Tom Dinger moved to approve the low bidders for each chemical as presented; seconded by Member Robert Moss. Motion carried 4-0.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

- A. **New PLGIT Account – Short Lived Asset Reserve** – Accountant Kerry Swineford stated as part of the USDA loan agreement, we are required to reserve a set amount of funds for maintenance for the new plant. Accountant Kerry Swineford stated he recommends transferring funds from the sewer account to a new PLGIT account for a higher interest rate. Accountant Kerry Swineford stated the amount we need to reserve is \$66,017.00 and we have that in the 2019 sewer budget. Engineer Josh Gunnett stated it is a percentage of the equipment cost for the project. Member Roger Shaw moved to authorize Manager Dana D. Schreckengost or Accountant Kerry Swineford to open the PLGIT account for the short lived asset reserve that is required by USDA for the loans; seconded by Vice-Chairman Tom Dinger. Motion carried 4-0.

**COMMUNICATIONS AND ANNOUNCEMENTS:** None

**BOARD/STAFF REPORTS & INFORMATION:**

**A. Commissioner Clyde Bullers**

1. **Digester Covers** – Commissioner Clyde Bullers reported we have another negotiable item to take a look at. Commissioner Clyde Bullers stated the digester covers, which are twenty-nine feet in diameter and forty thousand pounds of steel concrete with rubber roofing, need to be removed as part of the contract. Commissioner Clyde Bullers stated the scrap value of it would be for around twenty thousand pounds of steel. Commissioner Clyde Bullers suggested having the general contractor do it. The Board Members in general agreed this would be a good idea.
2. **Sludge Removal** – Commissioner Clyde Bullers reported they got most of the sludge removed from the secondaries and primaries, but there is still heavy, thick sludge in the digesters which is hard on the pumps. Commissioner Clyde Bullers stated he believes the gearbox is failing in a pump they use to move the sludge around. Commissioner Clyde Bullers stated he is not sure what the next move is. Commissioner Clyde Bullers stated this is the general contractor's responsibility, but they have been trying to help out.

**B. Solicitor Jim Dennison**

1. **Brookville Municipal Authority Water/Sewer Customer** – Solicitor Jim Dennison stated they are running the sewer line through Larry Pearsall's lot. Solicitor Jim Dennison stated Larry Pearsall has been working with the Borough and moving his cars out of the way. Solicitor Jim Dennison stated Larry Pearsall is talking about getting some shipping containers to put stuff in. Solicitor Jim Dennison stated he told Larry Pearsall he cannot set them on the right of way. Solicitor Jim Dennison suggested marking the right of way so Larry Pearsall does not set things on it.

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

**CALL FOR ADJOURNMENT:**

At 4:47 P.M. Vice-Chairman Tom Dinger moved to adjourn; seconded by Member Robert Moss. Motion carried 4-0.

---

Administrative Manager