

**MINUTES
BROOKVILLE MUNICIPAL AUTHORITY
Tuesday, May 14, 2019 @ 4:00 P.M.**

The Brookville Municipal Authority met in Council Chambers on Tuesday, May 14, 2019 at 4:00 P.M. with the following in attendance:

MEMBERS

Brad Miller
Tom Dinger
Roger Shaw
Robert Moss
Sam McKinley

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:

Member Roger Shaw moved to approve the minutes of the April 9th meeting as submitted; seconded by Vice-Chairman Tom Dinger. Motion carried 5-0.

FINANCIAL REPORTS:

- A. **Review of Financial Statements** – Accountant Kerry Swineford stated he had nothing to add this month. Member Roger Shaw asked if it was possible for your budget comparisons to put a monthly budget figure beside the current period. Member Sam McKinley stated the problem there is we do not budget on a monthly basis, we do the annual budget. After some discussion, Member Sam McKinley moved to approve the financial statements as presented; seconded by Member Robert Moss. Motion carried 5-0.

VISITORS: None

COMMITTEE REPORTS:

A. Engineer's Report

1. **Written Report** – Attached
2. **Payment Requisitions** –
 - a. **USDA-Rural Development – Payment Number 37** - Engineer Josh Gunnett reported requisition number thirty-seven to USDA has the following components:
 1. **Global Heavy Corporation Payment Requisition Number Twenty-Five** – Engineer Josh Gunnett stated we have payment requisition number twenty-five from Global Heavy Corporation in the amount of \$437,699.04 which is mostly for concrete work on the clarifiers. Vice-

Chairman Tom Dinger moved to approve payment requisition number twenty-five from Global Heavy Corporation in the amount of \$437,699.04; seconded by Member Sam McKinley. Motion carried 5-0.

2. Westmoreland Electric Payment Requisition Number Nineteen –

Engineer Josh Gunnett stated we have payment requisition number nineteen from Westmoreland Electric in the amount of \$116,921.00. Member Sam McKinley moved to approve payment requisition number nineteen from Westmoreland Electric in the amount of \$116,921.00; seconded by Vice-Chairman Tom Dinger. Motion carried 5-0.

3. Requisition Number Thirty-Seven to USDA-Rural Development –

Engineer Josh Gunnett stated requisition number thirty-seven to USDA in the amount of \$571,261.04 includes Gwin, Dobson, and Foreman invoice number forty-nine in the amount of \$16,641.00 which was previously approved in the engineering agreement. Member Roger Shaw moved to approve requisition number thirty-seven to USDA in the amount of \$571,261.04; seconded by Member Sam McKinley. Motion carried 5-0.

b. Total Payment Requisitions – Engineer Josh Gunnett reported total payment requisitions this month are \$571,261.04.

3. Change Orders – Engineer Josh Gunnett stated we have change order number four for phase two electrical work for the wastewater treatment plant from Westmoreland Electric in the amount of \$1,063.62 and eighteen days of additional contract time. Member Sam McKinley moved to approve change order number four from Westmoreland Electric in the amount of \$1,063.62 and eighteen days of additional contract time; seconded by Vice-Chairman Tom Dinger. Motion carried 5-0.

4. DCED CFA Small Water and Sewer Grant – Engineer Josh Gunnett stated we opened the bids on May 7th for the East Main Street Water and Sanitary Sewer Replacement Project. Engineer Josh Gunnett stated there were nine bids, and the apparent low bid was from Terra Works of Clarion with a base bid of \$416,278.00 and a bid addition number one for the Borough storm sewer replacement at a price of \$21,261.00. Engineer Josh Gunnett stated they submitted a letter of recommendation and they recommend the Board awards the project to Terra Works. Vice-Chairman Tom Dinger moved to award the contract to the apparent low bidder Terra Works in Clarion with a base bid of \$416,278.00, and a bid addition of \$21,261.00; seconded by Member Roger Shaw. Motion carried 5-0. Engineer Josh Gunnett stated the total bid you will be awarding is the \$437,539.00. Engineer Josh Gunnett stated the Authority would only be responsible for \$153,578.00 and the Borough would be responsible for the \$21,261.00.

UNFINISHED BUSINESS:

- A. Executive Session** – Solicitor Jim Dennison stated he had a couple of things to discuss in executive session dealing with claims against the Brookville Municipal Authority.

NEW BUSINESS:

- A. Hydrant Flushing** – Commissioner Clyde Bullers stated he wanted to give the Board an update on the spring hydrant flushing. Commissioner Clyde Bullers stated we had to delay one week of flushing due to some pumping issues at the plant and some water main line breaks put us behind schedule. Commissioner Clyde Bullers stated we did resume again and finished the CRUMA part of the system, but we decided to reschedule the rest of it. Commissioner Clyde Bullers stated we will resume flushing Monday, June 10th to Friday, June 14th. Commissioner Clyde Bullers stated customers may experience low water pressure or cloudy water as flushing is being done in their neighborhood or adjacent areas in the water system. Commissioner Clyde Bullers stated customers who have provided their phone numbers will receive a notification of flushing in their area the night before the area is to be flushed. Commissioner Clyde Bullers stated the flushing schedule can be found on our website and Facebook page.
- B. Franklin Avenue/Main Street Project** – Commissioner Clyde Bullers stated this was covered in the Engineer's report.

COMMUNICATIONS AND ANNOUNCEMENTS: None

BOARD/STAFF REPORTS & INFORMATION: None

MEDIA COMMENTS/QUESTIONS/CLARIFICATION: None

EXECUTIVE SESSION:

The Brookville Municipal Authority Board entered an executive session at 4:34 P.M. to discuss claims against the Authority with no action expected. Executive session ended at 4:55 P.M. with no action taken.

CALL FOR ADJOURNMENT:

At 4:55 P.M. Vice-Chairman Tom Dinger moved to adjourn; seconded by Member Sam McKinley. Motion carried 5-0.

Administrative Manager

