

**MINUTES  
BROOKVILLE MUNICIPAL AUTHORITY  
Tuesday, September 8, 2020 @ 4:00 P.M.**

The Brookville Municipal Authority met in the large conference room on Tuesday, September 8, 2020 at 4:00 P.M. with the following in attendance:

**MEMBERS**

Brad Miller  
Tom Dinger  
Roger Shaw  
Robert Moss  
Sam McKinley

**STAFF**

Manager Dana Rooney  
Accountant Kerry Swineford  
Commissioner Clyde Bullers  
Engineer Steve Gibson  
Solicitor Jim Dennison  
Recorder Christine Gunning

**VISITORS**

Nick LaBelle  
Patti Slaughter

**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 July 14<sup>th</sup> meeting as submitted; seconded by Member Roger Shaw. Motion carried 5-0.

**FINANCIAL REPORTS:**

- A. Review of Financial Statements** – Accountant Kerry Swineford stated the auditors should be done with the audit next week, so we should have that at the next meeting. Accountant Kerry Swineford stated we started the budget process for next year and that is ongoing. Member Sam McKinley asked if Accountant Kerry Swineford will have the August figures for the next meeting, and Accountant Kerry Swineford stated he will have August figures plus whatever we bill for September. Accountant Kerry Swineford stated right now the revenues are right on line with what we had budgeted for the year. Member Sam McKinley moved to approve the financial statements as presented; seconded by Vice-Chairman Tom Dinger. Motion carried 5-0.

**VISITORS:** None

**COMMITTEE REPORTS:**

**A. Engineer's Report**

1. **Written Report** – Attached
2. **Payment Requisitions and Change Orders** – None
3. **East Main Street Water and Sewer Lines (Department of Community and Economic Development (DCED) Pennsylvania Small Water and Sewer) - Larry Pearsall** – Engineer Steve Gibson stated Larry Pearsall had a couple property restoration complaints, and we met with him to review the claims with him a month or two ago. Engineer Steve Gibson stated the first

item was Larry claimed that certain areas of the parking lot had asphalt millings before the project, and during the project we placed a different type of stone instead. Engineer Steve Gibson stated in lieu of the asphalt millings Larry Pearsall would accept \$1,500.00 and we thought that was a fair amount to resolve that issue. Engineer Steve Gibson stated the second item was Larry Pearsall claimed during the construction project a lot of the materials he had stacked along the property line were pushed off to the side and he had x amount of hours at a ten or fifteen dollar rate for restacking and sorting those materials, and he requested \$360.00 for that labor to restack and sort those items. Engineer Steve Gibson stated originally Larry Pearsall countered by asking for one or two of the Authority personnel helping to restack and sort those, but we felt that \$360.00 was more beneficial and cheaper for the Brookville Municipal Authority in the long run. Engineer Steve Gibson stated the third item was there were two damaged truck caps and a truck cab that Larry Pearsall claims were damaged during construction by Terra Works. Engineer Steve Gibson stated Terra Works has offered to make payment of \$800.00 for the purchase of those damaged items. Engineer Steve Gibson stated the fourth item was there was a low spot by one of the manholes. Engineer Steve Gibson stated Terra Works agreed to relevel that area. Engineer Steve Gibson stated we drafted a letter and sent it to Commissioner Clyde Bullers to review.

4. **Department of Community and Economic Development (DCED) 2020 Non-Entitlement Grant Application** – Engineer Steve Gibson stated the Brookville Municipal Authority submitted a grant application for the replacement of waterline in Corsica Borough. Engineer Steve Gibson stated the Brookville Municipal Authority received a grant offer of \$104,976.00 out of the total \$205,000.00 estimated project cost. Engineer Steve Gibson stated you will need to consider a total contribution of \$100,024.00 to fully fund the project, or reduce the scope of the project. Manager Dana Rooney stated she reached out to CRUMA and spoke to a representative there who ballparked that there is between \$80,000.00 to \$100,000.00 in CRUMA, however he claims it is already earmarked only to be given to us if we extend fire services under the I-80 bridge to Roseville. After some discussion, Vice-Chairman Tom Dinger asked Commissioner Clyde Bullers if there is a way to reasonably reduce the scope of it and still get a good project? Commissioner Clyde Bullers stated yes, we could use Route 949 as a cut-off point and just do one side. Accountant Kerry Swineford stated we have \$110,000.00 in a PLGIT account, and we have a CD that is maturing in December for \$50,000.00. After some discussion, Vice-Chairman Tom Dinger stated he thinks we need to take advantage of the money that is on the table, and Chairman Brad Miller stated he agreed. Vice-Chairman Tom Dinger moved to approve the DCED 2020 non-entitlement grant application with a reduced scope of the project; seconded by Member Sam McKinley. Motion carried 5-0.

## **UNFINISHED BUSINESS:**

- A. CDBG Application for Water Line in Corsica** – Chairman Brad Miller stated that this was already discussed.

## **NEW BUSINESS:**

- A. Membrane Transfer - \$47,000.00** – Manager Dana Rooney stated each year we put aside an amount of money into PLGIT to help offset the membranes, whenever they fail in the future. Manager Dana Rooney stated this year we are looking at transferring \$47,000.00 to PLGIT to put in that savings account, and she needs a motion to transfer that money over. Member Roger Shaw moved to approve transferring \$47,000.00 to PLGIT for the membranes; seconded by Vice-Chairman Tom Dinger. Motion carried 5-0.
- B. 2021 Minimum Municipal Obligation (MMO) Calculation** – Manager Dana Rooney stated the 2021 MMO calculation worksheet is based off of estimated payrolls for the current year and projected into next year. Manager Dana Rooney stated the pension actuary provides the other numbers. Manager Dana Rooney stated it has decreased due to the fund having less unfunded liability for 2021. Manager Dana Rooney stated for 2021 the total MMO is projected to be \$59,557.00 of which \$27,385.00 would go to water and \$32,172.00 would go to sewer. Manager Dana Rooney stated she would need a motion to accept that. After some discussion, Member Sam McKinley moved to approve the Minimum Municipal Obligation for the Municipal Authority pension plan for 2021 in the amount of \$59,557.00 of which \$27,385.00 would go to water and \$32,172.00 would go to sewer; seconded by Vice-Chairman Tom Dinger. Motion carried 5-0.
- C. Executive Session – Legal** – Manager Dana Rooney stated there was no need to have an executive session since this matter was already discussed in the meeting.

## **COMMUNICATIONS AND ANNOUNCEMENTS: None**

## **BOARD/STAFF REPORTS & INFORMATION:**

### **A. Commissioner Clyde Bullers**

- 1. Brush Street Pump Station** – Commissioner Clyde Bullers stated at the last meeting we had talked about getting prices for pumps at the Brush Street Pump Station. Commissioner Clyde Bullers stated he found out they would cost \$6,400.00 each, and he would like to move forward with the maintenance funds to try to get those done.
- 2. Ventilation at the Wastewater Plant** – Commissioner Clyde Bullers stated the next item is the ventilation system down at the wastewater plant. Commissioner Clyde Bullers stated the blowers that supply air to the NRT tanks get extremely hot. Commissioner Clyde Bullers stated they recommended putting a ventilation system in. Commissioner Clyde Bullers stated he has a local quote from a contractor of \$7,500.00 to put a ventilation system in. Commissioner Clyde Bullers stated he thinks they could use the excess money left over for repairs at the wastewater plant.

3. **Sewer Line Work** – Commissioner Clyde Bullers stated we talked about doing some replace pipe for the sewer lines on Jenks Street, Madison, Valley and Pennsylvania Avenue. Commissioner Clyde Bullers stated an estimate for that is about \$61,800.00. Commissioner Clyde Bullers stated we have \$40,000.00 available in our project fund. Commissioner Clyde Bullers stated we need an additional \$21,815.00 to complete the projects this year. Commissioner Clyde Bullers stated he is seeking approval to move forward with these projects, and the Board Members in general approved.
4. **Update on Water Wells** – Member Robert Moss asked Commissioner Clyde Bullers for an update on the water wells. Commissioner Clyde Bullers stated they are drawing about 480 gallons per day out of two wells and they are doing fine. Commissioner Clyde Bullers stated there has been a lot of drought talk in the area, but everything is pretty much normal for this time of year.

**MEDIA COMMENTS/QUESTIONS/CLARIFICATION:**

- A. **Patti Slaughter – Bowley Road** – Reporter Patti Slaughter asked where Bowley Road is. Solicitor Jim Dennison stated if you are going into Corsica west on route 322, it is to your left, before you get to Simpson Excavating.
- B. **Nick LaBelle – CRUMA** – Reporter Nick LaBelle asked what CRUMA means. Chairman Brad Miller stated CRUMA is the Corsica Rose Union Municipal Authority. Chairman Brad Miller stated it was the predecessor of the water and sewage company in Corsica, and we acquired that. Chairman Brad Miller stated but they had some excess funds that we have not received yet.

**CALL FOR ADJOURNMENT:**

At 4:48 P.M. Vice-Chairman Tom Dinger moved to adjourn; seconded by Member Sam McKinley. Motion carried 5-0.

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Administrative Manager