

MINUTES
BROOKVILLE MUNICIPAL AUTHORITY
Tuesday, May 11, 2021 @ 4:00 P.M.

The Brookville Municipal Authority met in the large conference room on Tuesday, May 11, 2021 at 4:00 P.M. with the following in attendance:

MEMBERS

Brad Miller
Tom Dinger
Roger Shaw
Robert Moss

STAFF

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

VISITORS

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 March 9th meeting as submitted; seconded by Member Robert Moss. Motion carried 4-0.

FINANCIAL REPORTS:

- A. **Review of Financial Statements** – Accountant Kerry Swineford stated a couple weeks ago he sent out year-end stuff for 2020, and asked if there were any questions. Accountant Kerry Swineford stated this coming month on the 21st we will make our USDA payments out of the sewer fund, so look for that at next month's meeting. Member Roger Shaw moved to approve the financial statements 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. **DCED 2020 Non-Entitlement Grant Application** – Engineer Steve Gibson stated the state just awarded today grant money today for that first part of the Corsica Water Street project. Engineer Steve Gibson stated we will probably get started on this in the fall.
3. **PennDOT I-80 North Fork Bridges Replacement/Utility Relocations** – Engineer Steve Gibson stated the Brookville Municipal Authority has received preliminary plans from PennDOT and is assessing any necessary water and sanitary sewer relocation work. A virtual utility meeting with PennDOT is scheduled for May 20th for further discussion of anticipated

impacts to existing utilities. Engineer Steve Gibson stated he sat down with Commissioner Clyde Bullers and Assistant Commissioner Aaron Haines and marked on their map concerns for them to review ahead of time. Engineer Steve Gibson stated this project seems to be trending in the direction of a P3 type project, which is more of a fast-track design build. Engineer Steve Gibson stated if that happens, the project would happen sooner than later. Engineer Steve Gibson stated there are a lot of contingencies on whether it goes P3 or traditional. Vice-Chairman Tom Dinger asked if P3 included the tolling of the bridge. Engineer Steve Gibson stated more than likely P3 would include the tolling. Member Roger Shaw asked after the virtual meeting do you think you would be able to identify some of the costs that would be associated with the Brookville Municipal Authority. Engineer Steve Gibson stated yes, after that he thinks they will have a better idea of what we need to do.

UNFINISHED BUSINESS:

- A. Sludge Disposal Study** – Commissioner Clyde Bullers stated we had talked at the last meeting about the possibility of doing a sludge disposal study. Commissioner Clyde Bullers stated Engineer Steve Gibson has a cost estimate for us to do that of twenty-five hundred dollars from Gwin, Dobson, and Foreman. Commissioner Clyde Bullers stated it costs the Brookville Municipal Authority one hundred and forty-eight dollars per ton to take it to Advanced Disposal. Commissioner Clyde Bullers stated at Seneca Landfill in Homer City through a company called Tri-County Industries they propose a rate that is around fifty-five dollars per ton, which would be fifty thousand dollars a year or more in savings. After some discussion; Vice-Chairman Tom Dinger moved to approve \$2,500.00 for the study on sludge disposal as presented by Commissioner Clyde Bullers; seconded by Member Robert Moss. Motion carried 4-0.

NEW BUSINESS:

- A. Pennsylvania Rural Water Association (PRWA) Energy Audit** – Commissioner Clyde Bullers stated we had a free energy audit done by PRWA who we are a member with. Commissioner Clyde Bullers stated on the water end, the initial cost to put variable frequency drives (vfd) on the well pumps is six thousand dollars, but there is monthly savings. Commissioner Clyde Bullers stated with the vfd you can reduce the energy consumption, and you can leave the valves open. Commissioner Clyde Bullers stated you control the flow by the energy, not by the valve, so it has a payback of twenty-one months. Commissioner Clyde Bullers stated so this might be something to consider for next year's budget, to put vfd's on those well pumps. Commissioner Clyde Bullers stated on the wastewater end, the report mentioned controlling how much air is being pumped into the NRT tanks. Commissioner Clyde Bullers stated Assistant Commissioner Aaron Haines and Lead Operator Mark Kaczmarczyk have done a really good job of tweaking that system down there. Commissioner

Clyde Bullers stated we have been saving two hundred and sixty-seven dollars per month these last few months just from them doing the tweaking that they did.

- B. Water Line Replacement Grants** – Commissioner Clyde Bullers stated there seems to be a lot of grant money becoming available. Commissioner Clyde Bullers stated one of the key things is a lot of these happen so fast they recommend having shovel ready projects which means everything is in place; the design is there, and the permitting is in place. Commissioner Clyde Bullers stated he thinks it is a good idea to pick some projects, like Main Street, to put out there and see if we can get some grant money for them. After some discussion, Commissioner Clyde Bullers stated he is looking for the Board's approval to let Engineer Steve Gibson go ahead and do some preliminary like applying for permits, do some design work and continue on. Engineer Steve Gibson stated for this specific grant program, you need permits in hand to do the project, and not necessarily one hundred percent of the design, but at least to a point that has a survey and engineer set of plans or drawings that is detailed enough so you could give it to a contractor to essentially bid the project. Engineer Steve Gibson stated the deadline for the application is August 4th. Engineer Steve Gibson stated we estimated the cost to be one point two million dollars to replace from Fetzer Street to Franklin Avenue, and it would take restoration as well since you would be cutting across paving and sidewalks. Engineer Steve Gibson stated the County Commissioners are looking at a project to replace sidewalks, and maybe we can tie that in. Engineer Steve Gibson stated a survey was completed recently for Main Street that can be used that will help cut costs. Member Roger Shaw moved to give Gwin, Dobson, and Foreman the authority to proceed with the waterline grant application; seconded by Vice-Chairman Tom Dinger. Motion carried 4-0.
- C. CD Rates** – Manager Dana Rooney stated we were looking at some of the money we have sitting in the bank right now, and she and Accountant Kerry Swineford feel that we might have some excess funds, especially in the sewer fund, that we would like to look at possibly putting into a CD. Manager Dana Rooney stated she did not get a chance to get all of the CD quotes back from our three local banks, so she guesses at this time she would be looking to possibly send this to the Finance Committee to get the quotes from the three local banks, and report back at the next meeting. Vice-Chairman Tom Dinger moved to authorize the Finance Committee to investigate the CD rates outside the meeting as presented; seconded by Member Robert Moss. Motion carried 4-0.
- D. Chamber of Commerce Luncheon** – Manager Dana Rooney stated Brookville Municipal Authority Board Members are invited to a Brookville Chamber of Commerce luncheon at Walter Dick Park on Friday, June 4th. Manager Dana Rooney stated anyone interested in attending and wanting the Authority to pay for that should let her know.

COMMUNICATIONS AND ANNOUNCEMENTS: None

BOARD/STAFF REPORTS & INFORMATION:

A. Commissioner Clyde Bullers

1. **Hydrant Flushing** – Commissioner Clyde Bullers stated hydrant flushing is completed and everything went well. Commissioner Clyde Bullers stated we had some water line breaks.
2. **Executive Session** – Commissioner Clyde Bullers requested an executive session for personnel matters with no action expected.

MEDIA COMMENTS/QUESTIONS/CLARIFICATION: None

EXECUTIVE SESSION:

The Municipal Authority Board entered an executive session at 4:45 P.M. to discuss personnel matters with no action expected. Executive session ended at 5:00 P.M. with no action taken.

CALL FOR ADJOURNMENT:

At 5:00 P.M. Vice-Chairman Tom Dinger moved to adjourn; seconded by Member Roger Shaw. Motion carried 4-0.

Administrative Manager