

**MINUTES**  
**BROOKVILLE MUNICIPAL AUTHORITY**  
**Tuesday, March 12, 2024 @ 4:00 P.M.**

The Brookville Municipal Authority met in Council Chambers on Tuesday, March 12, 2024 at 4:00 P.M. with the following in attendance:

**MEMBERS**

Roger Shaw  
Robert Moss -  
arrived @ 4:09 P.M.  
Jason Geer  
Bruce Pierson

**STAFF**

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

**VISITORS**

Patti Slaughter  
Justin Felgar

**CALL TO ORDER:**

Chairman Roger Shaw called the meeting to order at 4:00 P.M.

**APPROVAL OF MINUTES:**

Member Bruce Pierson moved to approve the minutes of the January 9<sup>th</sup> meeting as submitted; seconded by Member Jason Geer. Motion carried 3-0.

**VISITORS:** None

**FINANCIAL REPORTS:**

- A. Review of Financial Statements** – Accountant Kerry Swineford stated he had a few things to add. Mr. Swineford stated in January they gave local fire companies including Brookville, Corsica, and Pine Creek, a one-thousand-dollar credit. Mr. Swineford stated they purchased UV bulbs at the water plant. Mr. Swineford stated we did the water rate increase in January for the bills due in February. Member Jason Geer made a motion to approve the financial statements as presented; seconded by Member Bruce Pierson. Motion carried 3-0.

**COMMITTEE REPORTS:**

**A. Engineer's Report**

1. **Written Report** – Attached
2. **Cost Sharing Letter/Agreement – I-80 Bridge Project** – Engineer Steve Gibson stated they are working through coordination items with PennDOT for planned work around the Water Plant Road access and dam area, Dark Hollow sanitary sewer area, and Jenks Street sanitary sewer area. Engineer Gibson stated two sets of utility relocation plans have been drafted. After some discussion, Member Bruce Pierson made a motion to accept the Engineering Service Agreement between the Brookville Municipal Authority and Gwin, Dobson, and Foreman for the I-80 Bridges Project as presented by Engineer Steve Gibson; seconded by Member Jason Geer. Motion carried 4-

0. Member Bruce Pierson made a motion to approve signing the Utility Relocation Cost Sharing Request Letter/Agreement for the I-80 North Fork Bridges Project once it is received back from PennDOT; seconded by Member Jason Geer. Motion carried 4-0.

3. **Cost Sharing Letter/Resolution – Water Utility Relocation** – Engineer Steve Gibson stated next is the PennDOT State Route 322 Campbell Run Bridge Replacement/Utility Relocation. Engineer Gibson stated a utility meeting was held December 12<sup>th</sup> to identify potential waterline impacts to new construction work. Engineer Gibson stated utility relocation plans have been drafted for water utility relocation work on the south side of the State Route 322 Campbell Run Bridge area. Engineer Gibson stated they are requesting a motion to sign the Cost Sharing Request Letter and Municipal Authority Resolution paperwork from PennDOT for the water utility relocation work. Member Jason Geer made a motion to approve signing the Cost Sharing Resolution and Cost Sharing Request Letter for the PennDOT State Route 322 Campbell Run Bridge Replacement and Utility Relocation; seconded by Member Bruce Pierson. Motion carried 4-0. Member Jason Geer made a motion to accept the Engineering Service Agreement between the Brookville Municipal Authority and Gwin, Dobson, and Foreman for the PennDOT State Route 322 Campbell Run Bridge Replacement and Utility Relocation as presented by Engineer Steve Gibson; seconded by Member Bruce Pierson. Motion carried 4-0.
4. **Water Service Line Inventory Project Bids** – Engineer Steve Gibson stated they received five bids for the Water Service Line Inventory Project, and opened them today. Engineer Gibson stated the apparent low bidder was Dave Roman Excavating of Reynoldsville, with a bid of \$312,175.00. Engineer Gibson stated this is unofficial at this point until they tally the bids and make an official recommendation. Member Bruce Pierson made a motion to award the low bidder after the engineer's review of the bids; seconded by Member Jason Geer. Motion carried 4-0.
5. **Roof Replacement Project Bids** – Engineer Steve Gibson stated next is the Wastewater Treatment Plant Digester and Administrative Roof Replacement Project. Engineer Gibson stated they prepared a bid package and drawing set for replacement of the existing membrane roof with all necessary appurtenances. Engineer Gibson stated they are requesting a motion to advertise the project for bids. Member Jason Geer made a motion to advertise the Wastewater Treatment Plant Digester and Administrative Roof Replacement Project for bids; seconded by Member Bruce Pierson. Motion carried 4-0.

#### **UNFINISHED BUSINESS:**

- A. **I-80 Bridge Project Documents** – Manager Dana Rooney stated we have the I-80 Bridge Project going on. Manager Rooney stated typically with big projects, we like to make a motion that allows usually Chairman Roger Shaw and herself to sign documents pertaining to the project upon legal review of the documents by Solicitor Jim Dennison. Member Bruce Pierson made a motion to allow key

individuals to sign documents pertaining to the I-80 Bridge Project upon legal review of the documents by Solicitor Jim Dennison; seconded by Member Jason Geer. Motion carried 4-0.

**NEW BUSINESS:** None

**COMMUNICATIONS AND ANNOUNCEMENTS:**

**A. Commissioner's Report**

1. **Permit Sampling** – Commissioner Aaron Haines stated he wanted to make everyone aware of the cost of permit sampling. Mr. Haines stated they will use ammonia which will add two thousand dollars per year to the sampling line item. Mr. Haines stated they are adding E. coli at three hundred dollars per year. Mr. Haines stated Bis-(2-ethylhexyl) phthalate (DEHP), which is a semivolatile organic compound (SVOC), will cost ten thousand dollars per year. Engineer Steve Gibson stated the cost of one sample is around two hundred dollars, and that would be once a week, so it adds up pretty fast. Engineer Gibson stated they are trying to at least see if the sampling they did two years ago is a true representative, so by doing it over the next couple of weeks, they would have a better understanding. Engineer Gibson stated depending on what they find out, they might do it once a month, or once a quarter, instead of once a week for a year.
2. **The Area-Wide Optimization Program (AWOP) Award** - Commissioner Aaron Haines stated our Water Plant was selected for the Area-Wide Optimization Program Award. Mr. Haines stated this is a national filter plant optimization program in which the Environmental Protection Agency (EPA) recognizes the outstanding treatment practices in the industry each year. Mr. Haines stated they were one of nine in the whole program. Mr. Haines stated he and Brian Knapp are going to accept the award in State College next Thursday. Mr. Haines stated they could not have done it without the support of the Board.

**BOARD/STAFF REPORTS & INFORMATION:** None

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

**EXECUTIVE SESSION:**

The Brookville Municipal Authority Board entered an executive session at 4:54 P.M. for a legal matter with no action expected. Executive session ended at 5:10 P.M. with no action taken.

**CALL FOR ADJOURNMENT:**

At 5:10 P.M. Member Jason Geer moved to adjourn; seconded by Vice-Chairman Robert Moss. Motion carried 4-0.

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Administrative Manager