

**MINUTES  
BROOKVILLE MUNICIPAL AUTHORITY  
Tuesday, December 14, 2021 @ 4:00 P.M.**

The Brookville Municipal Authority met in Council Chambers on Tuesday, December 14, 2021 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  
Assistant Commissioner -  
Aaron Haines  
Engineer Steve Gibson  
Solicitor Jim Dennison  
Recorder Christine Gunning

**VISITORS**

Patti Slaughter  
Justin Felgar  
Darren Hack

**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 November 9<sup>th</sup> meeting as submitted; seconded by Vice-Chairman Tom Dinger. Motion carried 5-0.

**FINANCIAL REPORTS:**

- A. Review of Financial Statements** – Accountant Kerry Swineford stated May and November are the months we make our sewage plant payments, and with November we made another round of payments for that. Accountant Kerry Swineford stated it is \$184,000.00 for loan one and \$37,000.00 for loan two. Vice-Chairman Tom Dinger moved to approve the financial statements as presented; seconded by Member Sam McKinley. Motion carried 5-0.

**VISITORS:** None

**COMMITTEE REPORTS:**

**A. Engineer's Report**

1. **Written Report** – Attached
2. **Open Chemical Bids** – Commissioner Clyde Bullers and Assistant Commissioner Aaron Haines opened the chemical bids. Commissioner Clyde Bullers stated he sees one issue; there is no bid for chlorine. Manager Dana Rooney stated there are a couple of different solutions for that. Vice-Chairman Tom Dinger made a motion to approve the lowest responsible bidder for the chemical bids pending the engineer's review; seconded by Member Roger Shaw. Motion carried 5-0.

## **UNFINISHED BUSINESS:**

**A. 2022 Budgets** – Member Sam McKinley stated we have the 2022 budgets here to present for approval. Member Sam McKinley stated we will start with the sewer budget, with budget revenues of \$1,699,000.00, budget expenditures of \$1,420,000.00, and principal payments on loans of \$265,000.00, for a total of revenues in excess of expense and principal payments of \$14,000.00. Member Sam McKinley stated that includes some noteworthy projects which are the I-80 Project, we budgeted for a plow truck, Oak Street, Belgiumtown pump, and the Pine Creek pump station. Member Sam McKinley stated there is no proposed rate increase on the sewer. Member Sam McKinley stated for the water budget, we had budgeted \$2,464,000.00 revenue, however that includes about \$250,000.00 of expected recoveries partly from grants, and partly in the form of financing of some long-term projects. Member Sam McKinley stated the expenditures are budgeted to \$1,725,000.00 with principal payments on loans of \$604,000.00 which leaves revenues in excess of principal loan payments of about \$130,000.00. Member Sam McKinley stated there are quite a few projects we budgeted for in the upcoming year including Grant Street, George Drive, and the Main Street project. Member Sam McKinley stated there is a water rate increase of five percent on the water budget. Member Sam McKinley stated a five percent increase on the water bill will mean a combined water and sewer bill, if you use the minimum amount which is one thousand gallons a month, your monthly bill will go up by about a dollar. Member Sam McKinley stated if you are an average user, which is three thousand gallons a month, your rate will go up about two dollars and twenty cents per month. Vice-Chairman Tom Dinger made a motion to approve the 2022 budgets as presented; seconded by Member Robert Moss. Motion carried 5-0.

**B. Board Members** – Manager Dana Rooney stated at our last board meeting Tom Dinger made the announcement that he will be done at the end of this year, and we passed the name of Darren Hack over to Brookville Borough Council. Manager Dana Rooney stated Darren Hack is here tonight, and he has been approved by Brookville Borough Council. Manager Dana Rooney stated Darren Hack will fill Tom Dinger's seat at the start of the year. Chairman Brad Miller stated he looks forward to working with Darren Hack.

## **NEW BUSINESS:**

**A. Employee Changes** – Commissioner Clyde Bullers stated it is with mixed emotions that he announces his retirement from the position of Water and Wastewater Commissioner effective December 31, 2021. Commissioner Clyde Bullers stated Aaron Haines, the Assistant Commissioner, will be advancing to that position as Water and Wastewater Commissioner. Commissioner Clyde Bullers thanked the Board for allowing him to be part of that management team here for the past twenty years. Commissioner Clyde Bullers stated when he looks back at what we accomplished, this board can be proud of the many accomplishments and goals completed through those years, keeping Brookville moving ahead in the future, keeping up with the continuous changes

implemented by the Environmental Protection Agency (EPA) and the Department of Environmental Protection (DEP), and continuing to upgrade our aging system. Commissioner Clyde Bullers commended the Board for its continued due diligence to Brookville and the surrounding communities, and thanked the Brookville Municipal Authority employees for their support through the years that helped his job out tremendously. Commissioner Clyde Bullers stated Gwin, Dobson, and Foreman have been a great asset, and thanked them for the work they have done. Chairman Brad Miller thanked Commissioner Clyde Bullers for all of his efforts, stated we will miss him, and wished him the best in his retirement. Member Sam McKinley made a motion to accept Commissioner Clyde Buller's resignation effective December 31, 2021, and to appoint Aaron Haines as the new Water and Wastewater Commissioner effective January 1, 2022; seconded by Member Roger Shaw. Motion carried 5-0.

- B. CD's Maturing/Renewal** – Manager Dana Rooney stated we have some CD's to discuss. Manager Dana Rooney stated we had one that we carried over from the last meeting that we pushed out to the Finance Committee, and she let that one go, because what the banks are going to do is the two new ones we have coming due now, they are offering us the same interest rates for all three. Manager Dana Rooney stated we have a sewer CD in the amount of \$100,000.00 that was due on November 20<sup>th</sup>, another sewer CD that matured on December 9<sup>th</sup> in the amount of \$600,897.54, and a water CD maturing December 13<sup>th</sup> in the amount of \$450,673.00. Manager Dana Rooney stated two banks put bids in on the CD's. Manager Dana Rooney stated Farmers National Bank put in six months at point zero nine, or twelve months at point one four. Manager Dana Rooney stated S&T Bank has six months at point one six, and twelve months at point two. Manager Dana Rooney stated she is recommending renewing them all at the six-month term at S&T Bank. Member Sam McKinley stated he agrees. Member Sam McKinley made a motion to purchase six-month CD's for the maturing funds at point one six at S&T Bank; seconded by Vice-Chairman Tom Dinger. Motion carried 5-0.

**COMMUNICATIONS AND ANNOUNCEMENTS:** None

**BOARD/STAFF REPORTS & INFORMATION:**

**A. Solicitor Jim Dennison**

1. **Deed of Dedication with O'Reilly Auto Parts** – Solicitor Jim Dennison stated O'Reilly Auto Parts, SimonCRE put in a new water line which is located in the right of way, so we did not have to transfer any land to the Brookville Municipal Authority for the right of way, so we just have a Deed of Dedication which dedicates all the pipes and pertinent things they put in the ground to the Brookville Municipal Authority. Solicitor Jim Dennison stated they have already signed it, and it just needs to be signed by the Brookville Municipal Authority.
2. **Developer's Agreement with O'Reilly Auto Parts** – Solicitor Jim Dennison stated the Developer's Agreement with O'Reilly Auto Parts provides that if

someone connects to the system within ten years, they might receive a reimbursement for their costs, and that goes for a period of ten years.

3. **Motion to Approve Agreements** – Chairman Tom Dinger made a motion to approve the Deed of Dedication and Developer's Agreement with O'Reilly Auto Parts on Route 36; seconded by Member Roger Shaw. Motion carried 5-0.

**B. Commissioner Clyde Bullers**

1. **Wastewater Crew - Jenks Street** – Commissioner Clyde Bullers stated we have been working on Jenks Street trying to finish that sewer line project, and the slip line company, Insight Pipe Contracting, will be here on December 20<sup>th</sup> to finish that up.

**MEDIA COMMENTS/QUESTIONS/CLARIFICATION:**

- A. **Justin Felgar** – Reporter Justin Felgar asked if he could have a copy of the Brookville Municipal Authority's 2022 budget. Accountant Kerry Swineford stated he will get him one.

**CALL FOR ADJOURNMENT:**

At 4:37 P.M. Vice-Chairman Tom Dinger moved to adjourn; seconded by Member Robert Moss. Motion carried 5-0.

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Administrative Manager