

**MINUTES  
BROOKVILLE MUNICIPAL AUTHORITY  
Tuesday, February 8, 2022 @ 4:00 P.M.**

The Brookville Municipal Authority met in Council Chambers on Tuesday, February 8, 2022 at 4:00 P.M. with the following in attendance:

**MEMBERS**

Brad Miller  
Roger Shaw  
Robert Moss  
Darren Hack

**STAFF**

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

**VISITORS**

Clyde Bullers  
Justin Felgar  
Patti Slaughter

**CALL TO ORDER:**

Chairman Brad Miller called the meeting to order at 4:00 P.M.

**APPROVAL OF MINUTES:**

Vice-Chairman Roger Shaw moved to approve the minutes of the January 11<sup>th</sup> meeting as submitted; seconded by Member Darren Hack. Motion carried 4-0.

**FINANCIAL REPORTS:**

- A. **Review of Financial Statements** – Accountant Kerry Swineford stated he is still working on end of last year, which will affect January. Accountant Kerry Swineford stated we spent a little bit of money last month. Accountant Kerry Swineford stated we paid for the vac truck which was \$348,200.00 and we purchased a plow truck last month for \$35,458.00. Accountant Kerry Swineford stated he will keep the Board updated on year end. Vice-Chairman Roger Shaw moved to approve the financial statements as presented; seconded by Member Robert Moss. Motion carried 4-0.

**VISITORS:** None

**COMMITTEE REPORTS:**

**A. Engineer's Report**

1. **Written Report** – Attached
2. **Main Street Waterline Replacement Project** – Engineer Steve Gibson stated Gwin, Dobson, and Foreman recommend the Brookville Municipal Authority make the following motions:
  - a. Vice-Chairman Roger Shaw made a motion to officially award the contract for the Main Street waterline replacement project to Terra Works, Incorporated and sign the agreement for the contract; seconded by Member Robert Moss. Motion carried 4-0.

- b. Member Darren Hack made a motion to sign the PennDOT Highway and Restoration Bond Resolution authorizing the appropriate signatories to execute the Bond; seconded by Member Robert Moss. Motion carried 4-0.
  - c. Member Darren Hack made a motion to execute the Reimbursement Resolution for the PENNVEST funding; seconded by Member Robert Moss. Motion carried 4-0.
  - d. Vice-Chairman Roger Shaw made a motion to execute the Resolution to Borrow for the PENNVEST funding; seconded by Member Darren Hack. Motion carried 4-0.
  - e. Vice-Chairman Roger Shaw made a motion to approve the Engineering Amendment of \$150,000.00; seconded by Member Robert Moss. Motion carried 4-0.
3. **Sludge Transfer Bed Bids** – Engineer Steve Gibson stated there were three bids for the sludge transfer bed, and the low bid was from Terra Works in the amount of \$73,629.40. Engineer Steve Gibson stated the second bid was in the amount of \$133,610.00 from Picus Associates, and the third bid was in the amount of \$146,000.00 from Hudson Construction, Incorporated. Member Robert Moss asked how big of an area the bed is. Engineer Steve Gibson stated about twenty feet by forty feet. Member Robert Moss asked what the construction period is. Engineer Steve Gibson stated probably one to two months. Member Robert Moss made a motion to accept the bid from Terra Works for the sludge transfer bed in the amount of \$73,629.40; seconded by Vice-Chairman Roger Shaw. Motion carried 4-0.

#### **UNFINISHED BUSINESS:**

- A. **Vac Truck Bids** – Manager Dana Rooney stated we had the vac truck advertised twice, and we did not meet our reserve bid on either of those advertisements. Manager Dana Rooney stated at this point, it will go back to the dealer that we purchased our new vac truck from, and it will be used as a trade in value. Member Robert Moss asked what the trade in value of the vac truck is. Manager Dana Rooney stated \$53,000.00.

#### **NEW BUSINESS:**

- A. **Customer Phone Numbers Form** – Manager Dana Rooney stated several years ago we sent a form to all of our water customers with their water bill asking them to give us a primary and a secondary phone number that we use only in case of emergencies, like boil water alerts. Manager Dana Rooney stated we learned that if we do not do this every couple of years, we are kind of the last place that residents think to update their phone numbers. Manager Dana Rooney stated we will pay roughly five hundred and twenty dollars to send it out through our third-party biller. Manager Dana Rooney stated she would like to send it out to get updated information from our customers. Chairman Brad Miller stated he thinks that is a good idea.

**COMMUNICATIONS AND ANNOUNCEMENTS:** None

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

### **A. Solicitor Jim Dennison**

1. **Replacing Lines with Lead Components** – Solicitor Jim Dennison stated he sent the Board a copy of the proposed Solicitor's Agreement for the Main Street water line replacement project. Solicitor Jim Dennison asked Engineer Steve Gibson if they are replacing all the service lines? Engineer Steve Gibson stated only the lines with lead components. Solicitor Jim Dennison stated we can let this go until the next meeting so you can get a better idea of what you need for that. Engineer Steve Gibson stated that would be fine. Solicitor Jim Dennison stated this has to be done before the 17<sup>th</sup> of March.

### **B. Commissioner Aaron Haines**

1. **Old Water Plant** – Commissioner Aaron Haines stated the distribution crew has been working on refurbishing the old water plant. Commissioner Aaron Haines stated they are transferring everything from the Borough building, so the Borough can utilize it better. Commissioner Aaron Haines stated the building has been vacant for a number of years.

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

## **CALL FOR ADJOURNMENT:**

At 4:39 P.M. Member Darren Hack moved to adjourn; seconded by Vice-Chairman Roger Shaw. Motion carried 4-0.

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Administrative Manager