

**MINUTES  
BROOKVILLE MUNICIPAL AUTHORITY  
Tuesday, September 13, 2022 @ 4:00 P.M.**

The Brookville Municipal Authority met in Council Chambers on Tuesday, September 13, 2022 at 4:00 P.M. with the following in attendance:

**MEMBERS**

Roger Shaw  
Robert Moss  
Sam McKinley  
Darren Hack

**STAFF**

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

**VISITORS**

Patti Slaughter  
Justin Felgar  
Dr. Bruce Pierson

**CALL TO ORDER:**

Chairman Roger Shaw welcomed Dr. Bruce Pierson and the media. Chairman Roger Shaw called the meeting to order at 4:00 P.M.

**APPROVAL OF MINUTES:**

Member Darren Hack moved to approve the minutes of the August 9<sup>th</sup> meeting as submitted; seconded by Vice-Chairman Robert Moss. Motion carried 4-0.

**VISITORS:** None

**FINANCIAL REPORTS:**

- A. Review of Financial Statements** – Accountant Kerry Swineford stated he had one thing to add. Accountant Kerry Swineford stated at the end of August we paid Terra Works for their payment requisition, but we had not quite received the funds from the state, so there was an extreme dip in our cash fund for the month. Accountant Kerry Swineford stated he paid Terra Works on August 24<sup>th</sup>, and we received the money on September 1<sup>st</sup> for that reimbursement for Main Street. Accountant Kerry Swineford stated we had our first budget meeting last month and that went well. Accountant Kerry Swineford stated the auditors sent over the draft for the financials for last year, and that should be wrapped up tomorrow. Accountant Kerry Swineford stated it does not look like there will be any journal entries or adjustments for last year. Chairman Roger Shaw stated he was looking at the financial statements, and it appears that we are roughly sixty to seventy percent spent on budget, so that is where we want to be. Accountant Kerry Swineford stated revenues are a little bit short because consumption is down. Accountant Kerry Swineford stated in 2021 most people were still at home and used more water, and now they are back to work and out of the house. Member Sam McKinley made a motion to approve the financial statements as presented; seconded by Member Darren Hack. Motion carried 4-0.

## **COMMITTEE REPORTS:**

### **A. Engineer's Report**

1. **Written Report** – Attached
2. **Pennsylvania Infrastructure Investment Authority (PENNVEST) Payment Request Number Four** – Chairman Roger Shaw stated Engineer Steve Gibson could not attend the meeting, so Commissioner Aaron Haines will read his report. Commissioner Aaron Haines read Engineer Steve Gibson's written report (attached). Commissioner Aaron Haines stated for the Main Street Waterline Replacement Project, approval is recommended for PENNVEST payment requisition number four in the amount of \$375,874.38 which includes \$359,306.77 for Terra Works payment requisition number two, \$16,486.91 for August 2022 engineering, and \$80.70 for interest during construction. Member Sam McKinley made a motion to approve PENNVEST payment requisition number four in the amount of \$375,874.38 as presented; seconded by Vice-Chairman Robert Moss. Motion carried 4-0.

**UNFINISHED BUSINESS:** None

## **NEW BUSINESS:**

- A. **Sewer CD Renewal** – Manager Dana Rooney stated we have a sewer CD that is renewing. Manager Dana Rooney stated we got the three local banks to quote, and then we always look at PLGIT. Manager Dana Rooney stated the highest local bank comes in at twelve months at two point two five percent, and PLGIT is two point four six percent. Member Sam McKinley asked what is the local bank with the high bid? Manager Dana Rooney stated S&T Bank. Member Sam McKinley asked how much is the CD? Manager Dana Rooney stated currently \$100,000.00, so either you can clean it up and make it \$100,000.00, or you can choose to roll over the maturing interest as well. Member Sam McKinley stated he would suggest, since the interest rates are so close, to keep business locally at S&T Bank. Member Sam McKinley made a motion to renew the sewer CD in the amount of \$100,000.00 for twelve months at two point two five percent at S&T Bank; seconded by Vice-Chairman Robert Moss. Motion carried 4-0.

**COMMUNICATIONS AND ANNOUNCEMENTS:** None

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

### **A. Commissioner's Report**

1. **Fall Hydrant Flushing** – Commissioner Aaron Haines stated fall hydrant flushing will take place from September 19<sup>th</sup> to September 23<sup>rd</sup>, and pick up again on September 26<sup>th</sup>, and finish on September 28<sup>th</sup>. Commissioner Aaron Haines stated the locations for each day will be posted in the newspaper and on our website.
2. **Main Street Waterline Project** - Commissioner Aaron Haines stated for the Main Street waterline project, when Terra Works finishes on the southside of their service laterals, they are going to move back and start shooting across to the northside. Commissioner Aaron Haines stated it is likely to take all day

just to get one done, so they are talking about possibly bringing two crews, just so they can expedite that. Commissioner Aaron Haines stated they still need two hundred and twenty feet of pipe to finish the intersections, so we devised another plan to change the design of it, and drop the intersections down to eight-inch pipe, where they would tie into the existing eight-inch pipe. Commissioner Aaron Haines stated it does not look like they are going to get twelve-inch pipe for the rest of the year.

3. **Jefferson County Fairgrounds Project** – Commissioner Aaron Haines stated regarding the Jefferson County fairgrounds project, Dave Roman Excavating has completed their portion of the project, which was the installation of four hundred and seventy-five feet of six-inch line to the vault, which basically ends our responsibility, and they ran another eleven hundred feet into the fairgrounds. Commissioner Aaron Haines stated so it is all wrapped up, except for dressing up the yard.

**B. Member Sam McKinley**

1. **Two Issues to Consider** – Member Sam McKinley stated at the budget meeting two issues came up that the Brookville Municipal Authority Board might want to look into; the end of life of the Corsica sewage plant, and also the water loss out to Corsica. Member Sam McKinley asked how old the Corsica sewage plant is, and Commissioner Aaron Haines stated it was built in 1999. Member Sam McKinley asked what will we do when we need to replace it, because the customers out there will not be able to afford a brand new plant, and it might not be appropriate to have Brookville water customers shoulder that burden. Member Sam McKinley stated the Board might want to think about that. Member Sam McKinley stated maybe the Board should ask Gwin, Dobson, and Foreman to come here and talk to us about what our options are in regards to the Corsica sewage plant.

**C. Solicitor Jim Dennison**

1. **Main Street Waterline Project - Right of Way Agreements** – Solicitor Jim Dennison stated almost everybody sent their right of way agreements in. Solicitor Jim Dennison stated there are a few people lagging.
2. **Courthouse Grille and Pub** – Solicitor Jim Dennison stated a claim was made by the Courthouse Grille and Pub in Brookville for a water issue. Solicitor Jim Dennison stated it will be turned over to the insurance carrier.

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

**CALL FOR ADJOURNMENT:**

At 4:22 P.M. Vice-Chairman Robert Moss moved to adjourn; seconded by Member Sam McKinley. Motion carried 4-0.

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Administrative Manager

