

**MINUTES
BROOKVILLE MUNICIPAL AUTHORITY
Tuesday, January 10, 2023 @ 4:00 P.M.**

The Brookville Municipal Authority met in Council Chambers on Tuesday, January 10, 2023 at 4:00 P.M. with the following in attendance:

MEMBERS

Roger Shaw
Robert Moss
Jason Geer -
arrived @ 4:02 P.M.
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:

Vice-Chairman Robert Moss moved to approve the minutes of the December 13th meeting as submitted; seconded by Member Bruce Pierson. Motion carried 3-0.

VISITORS: None

FINANCIAL REPORTS:

- A. Review of Financial Statements** – Accountant Kerry Swineford stated the statements he sent out were preliminary year-end statements, and he still has quite a bit of work to do to get them ready for the auditors. Accountant Swineford stated last month we made our office rent payment to the Brookville Borough in the amount of \$17,350.00 for the year 2022, and the payment was split between water and sewer. Vice-Chairman Robert Moss made a motion to approve the financial statements as presented; seconded by Member Jason Geer. Motion carried 4-0.

COMMITTEE REPORTS:

A. Engineer's Report

1. **Written Report** – Attached
2. **Main Street Project – Payment Request Number Eight** – Engineer Steve Gibson stated we recommend payment of PENNVEST payment requisition number eight in the amount of \$10,408.29 which includes; \$9,723.69 for part-time inspection construction administration on the engineering side, and \$684.60 for interest during construction. Vice-Chairman Robert Moss made a motion to approve PENNVEST payment requisition number eight in the amount of \$10,408.29 as presented; seconded by Member Bruce Pierson. Motion carried 4-0.

UNFINISHED BUSINESS:

- A. **Chemical Bids** – Commissioner Aaron Haines stated we have one chemical bid to open, and opened the bid. Manager Dana Rooney stated we were a little late getting the chemical bids out, so that is probably why we only got one back. After some discussion, Manager Rooney stated we will reject all bids, readvertise, and hold a special meeting to open the new bids on January 31st. Manager Rooney stated the engineers would have time to tally the bid sheets, and at the February meeting we could accept the lowest bidder.

NEW BUSINESS:

- A. **Signature Cards** – Manager Dana Rooney stated since Sam McKinley left the Board, we would need a third signer, and she would need a motion to add somebody to the signature cards. Vice-Chairman Robert Moss made a motion to submit new signature cards, and approve adding Jason Geer to the signature cards to sign Brookville Municipal Authority checks; seconded by Member Bruce Pierson. Motion carried 4-0.

COMMUNICATIONS AND ANNOUNCEMENTS:

A. Commissioner's Report

1. **Terra Works/Sewer Line Repair** – Commissioner Aaron Haines stated on the wastewater end, Terra Works is planning on repairing the sewer line on Pickering Street at Main Street closer to the springtime.
2. **Membrane Filter Shipment** - Commissioner Aaron Haines stated on the water end, we received a surprise shipment of the new membrane filters, and the crew is planning on replacing them next week.

BOARD/STAFF REPORTS & INFORMATION:

- A. **Solicitor Jim Dennison – Executive Session** – Solicitor Jim Dennison stated he wants to talk in executive session about a legal matter with no action expected.

MEDIA COMMENTS/QUESTIONS/CLARIFICATION: None

EXECUTIVE SESSION:

The Brookville Municipal Authority Board entered an executive session at 4:24 P.M. to discuss a legal matter with no action expected. Executive session ended at 4:40 P.M. with no action taken.

CALL FOR ADJOURNMENT:

At 4:40 P.M. Member Bruce Pierson moved to adjourn; seconded by Member Jason Geer. Motion carried 4-0.

Administrative Manager

