

MINUTES
BROOKVILLE MUNICIPAL AUTHORITY
Tuesday, February 12, 2013 @ 4:00 P.M.

The Brookville Municipal Authority met in Council Chambers on Tuesday, February 12, 2013 at 4:00 P.M. with the following in attendance:

MEMBERS

Bradley Miller
David Love
Herb Landes
Robert Moss
Tom Dinger

STAFF

Manager Charles Gable
Solicitor Jim Dennison
Commissioner Terry O'Neill
Engineer Mark Glenn
Recorder Christine Gunning

VISITORS

Patti Slaughter
Matthew Triponey
Travis Long
Brad Lashinsky

CALL TO ORDER:

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

APPROVAL OF MINUTES:

Member Landes moved to approve the minutes of the January 8th meeting as presented, seconded by Member Dinger. Motion carried 5-0.

FINANCIAL REPORTS:

1. **Approval of Expenditures** - Member Love moved to approve the Financial Reports as stated; seconded by Member Dinger. Motion carried 5-0.
2. **S&T Bank CD Maturity on 2/5/2013** – Manager Gable announced that a CD will mature at S&T Bank on February 5, 2013. Member Love moved to renew the CD at S&T Bank for another 6 months; seconded by Member Landes. Motion carried 5-0.
3. **Signature Cards for First Commonwealth Account** – Manager Gable stated signature cards for the First Commonwealth Account can be signed in an executive session.
4. **Status of S&T Loan for Meter Purchase** – Manager Gable stated he signed the commitment letter with S&T Bank procuring the loan. The loan includes \$460,000.00 for the purchase of water meters. Member Love moved to approve the resolution concerning the loan as presented; seconded by Member Dinger. Motion carried 5-0.
5. **Final Payments for Water Plant** – Member Love stated the Authority owes Gibson Construction \$75,000.00 as final payment on the Water Plant. We will make this payment after we receive a check from Jack Gibson for work we did.

VISITORS:

Brad Lashinsky from the Jefferson County Department of Development was present to talk about the Jefferson County Business Park. Lashinsky said that as soon as they get all of their funding secured, they will start to move forward with the project.

UNFINISHED BUSINESS:

1. **RBC Status** – Commissioner O'Neill stated that the Authority paid Josstech \$16,200.00 for the sheets of media they produced. The sheets were delivered to Don Elzer. Commissioner O'Neill reported that the RBC's have been stripped. Commissioner O'Neill said that the Authority has paid Don Elzer; we owe him nothing at this time.
2. **Easement at Trailer Park** – Solicitor Dennison reported this project is still in the planning stages with the Borough.
3. **Consent Order Status** – Travis Long from Gwin, Dobson and Foreman stated that the Borough entered into a consent order agreement with the Commonwealth a year ago. Long stated that a three month study was done for flow monitoring in 2011-2012. Long stated that several items were not completed in this study. Long stated they need more data so the evaluation process is successful. Long recommended that the Authority request the Department of Environmental Protection to extend the original schedule out one year. Long stated he would like to start flow monitoring soon. Long presented the Authority with several options and recommended Option 5 because it provides two types of equipment that will be flexible with our system. Member Love moved to choose Option 5 regarding the provisioning of the flow meters, and to send a letter to the Department of Environmental Protection to try to have the time table extended; seconded by Member Dinger. Motion carried 5-0.
4. **Hiawatha Street Project Timing** – Commissioner O'Neill stated they are planning on bids by March 12, 2013. They will open the bids at the Authority Board meeting on April 9, 2013. Member Love moved to authorize the Commissioner in conjunction with Gwin, Dobson & Foreman to advertise the Hiawatha Street Project for material bid; seconded by Member Landes. Motion carried 5-0.
5. **Emerickville Line Extension Draft Questionnaire/Income Survey** – The Authority Board has not received any information about this yet.
6. **Corsica Sewer and CRUMA** – Commissioner O'Neill reported they should complete water meter installation in Corsica in early May. Afterwards, they will start installing new water meters in the Brookville Borough.
7. **Overflows and Fines** – Commissioner O'Neill reported the Authority will pay \$1,000.00 in fines on February 20, 2013.

NEW BUSINESS:

1. **WREN Community Watershed Education & Source Water Protection Collaborative Grants** – Manager Gable stated the grant request should be written and submitted by March 22, 2013. Manager Gable stated it is a community outreach effort. The grant would help educate people about ways to keep water resources clean and healthy. Member Landes made a motion to pursue the WREN Grant; seconded by Member Love. Motion carried 5-0.

ENGINEER'S REPORT:

Engineer Glenn reported that a few warranty items were corrected.

COMMUNICATIONS & ANNOUNCEMENTS:

1. **Ed Cieski Retirement** – Manager Gable reported that Ed Cieski is retiring but will still work part-time on the weekends.
2. **Steve Rowan Retirement Party** – Manager Gable stated that Steve Rowan's retirement party will be on Thursday, March 7, 2013 at 6:30 p.m. at Plyler's Restaurant. He is working on the guest list.
3. **Manager Requests Laptop Purchase** – Manager Gable requested permission to purchase a laptop and projector to use in future meetings. Gable said he would project Agenda's on a screen instead of printing them out on paper. Member Love moved to allow Manager Gable to procure a laptop, etc.; seconded by Member Dinger. Motion carried 5-0.

AUTHORITY BOARD/STAFF REPORTS & INFORMATION:

1. **Executive Session** – Manager Gable said he would like a brief Executive Session to discuss personnel issues with no formal action expected.

EXECUTIVE SESSION:

President Miller called an Executive Session at 5:40 p.m. Executive Session ended at 6:40 p.m. with no action taken.

CALL FOR ADJOURNMENT:

At 6:41 p.m. Member Landes moved to adjourn; seconded by Member Love. Motion carried 5-0.

Administrative Manager