

**MINUTES
BROOKVILLE MUNICIPAL AUTHORITY
Tuesday, November 11, 2014 @ 4:00 P.M.**

The Brookville Municipal Authority met in Council Chambers on Tuesday, November 11, 2014 at 4:00 P.M. with the following in attendance:

MEMBERS

Brad Miller
David Love
Robert Moss
Tom Dinger
Sam McKinley

STAFF

Manager Dana Shick
Commissioner Terry O'Neill
Engineer Mark Glenn
Accountant Kerry Swineford

VISITORS

Matt Triponey
Patti Slaughter
Clyde Bullers

CALL TO ORDER:

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

APPROVAL OF MINUTES:

Member Dinger moved to approve the minutes of the October 14th meeting as submitted; seconded by Member McKinley. Motion carried 5-0.

FINANCIAL REPORTS:

1. **Approval of Financial Reports** - Vice Chairman Love moved to approve the financial reports as presented; seconded by Member Moss. Motion carried 5-0.

VISITORS: None

COMMITTEE REPORTS:

1. Engineer's Report

- A. **Phase 1 Exit 81 Sanitary Sewer and Waterline Extension** – Engineer Mark Glenn reported they are still waiting for EDA approval to bid the project.
- B. **Phase 1A Wastewater System Improvements (DECD H2O Grant)** – Engineer Glenn stated they are starting to do some of the survey work for this project. Engineer Glenn reported a work session is scheduled for November 24th to discuss design concepts.
- C. **Funding Meeting** – Engineer Glenn reported a joint funding meeting with USDA-RUS and Pennvest is scheduled for this Thursday, November 13th at 10:00 a.m. at the Borough office to discuss funding strategies for the upcoming sewer project.
- D. **Act 537 Plan** – Engineer Glenn reported the Act 537 Plan Revision and Component 3M Planning Module Package is being reviewed by DEP.
- E. **North Fork Creek Dam Inspection** – Engineer Glenn reported the 2014 Annual Dam Inspection was done on October 24th, and no major items were noted at the time of inspection.

- F. **Nine Star Property Value Agreement** – Vice Chairman Love moved to authorize Chairman Miller to sign the property value agreement with Nine Star Capital; seconded by Member Dinger. Motion carried 5-0.

UNFINISHED BUSINESS:

1. **Rose Township Agreement** – Solicitor Dennison stated the agreement was sent out to all the parties, and we haven't heard back yet.
2. **RBC's Reducer Replacement Status** – Commissioner O'Neill reported 9 of the 10 RBC's are still functioning well. Commissioner O'Neill stated Josstech has not secured the plastic yet to make the additional media.
3. **Water Meter Installation** – Commissioner O'Neill reported we installed roughly 960 water meters in the Brookville Borough and the Cruma system so far.
4. **Crestwood Mobile Home Park Status** – Solicitor Dennison reported there is not a new update regarding this.
5. **Timber Update** – President Miller stated the timber has been marked and the bids will be opened this Friday, November 14, 2014 for the 675 trees located on approximately 52 acres in Rose Township. President Miller reported we should hear the result late in the day on Friday. Vice Chairman Love suggested the Board discuss where to deposit the funds procured through the timber sale. Vice Chairman Love suggested the funds might be used to make a substantial payment on the LIFT station, or be split equally between the water and sewer funds. Chairman Miller stated the Board should think about this further, until the time comes to make the decision.

NEW BUSINESS:

1. **Financial Audit for 2013 Findings** – Manager Shick reported the auditors finished the financial audit for 2013, financials are available, and the Board needs to sign off on the letter for the auditors. Chairman Miller authorized Vice Chairman Love to review the financial audit for 2013 and sign off on the letter for the auditors.
2. **Timetable for the Budget** – Vice Chairman Love stated the Board should create a timetable for the budget. The Board generally agreed they would be available November 25th to the end of the first week in December. Manager Shick stated she would work on this.

COMMUNICATIONS AND ANNOUNCEMENTS: None

BOARD/STAFF REPORTS & INFORMATION:

1. **Commissioner O'Neill** – Commissioner O'Neill stated things have been going well. Commissioner O'Neill stated there were some issues at the wastewater end, but they have been resolved. Commissioner O'Neill reported they haven't received the tank inspection reports for the Sphere Street, Industrial Park, and Corsica water storage tanks, but he heard the preliminary report was that everything looked pretty well in all three storage tanks.

2. **Vice Chairman Love** – Vice Chairman Love reminded the Board on April 1, 2017 the interest rate on the debt changes, so the monthly payments will go up. Vice Chairman Love stated the Corsica Sewer debt pays off in December of 2018.

EXECUTIVE SESSION:

The Municipal Authority Board entered an Executive Session at 4:38 p.m. to discuss a personnel matter. Executive Session ended at 5:17 p.m. with no action taken.

CALL FOR ADJOURNMENT:

At 5:18 p.m. Member Dinger moved to adjourn; seconded by Member Moss. Motion carried 5-0.

Administrative Manager