

**MINUTES
BROOKVILLE MUNICIPAL AUTHORITY
Tuesday, February 13, 2018 @ 4:00 P.M.**

The Brookville Municipal Authority met in Council Chambers on Tuesday, February 13, 2018 at 4:00 P.M. with the following in attendance:

MEMBERS

Brad Miller
David Love
Tom Dinger
Robert Moss

STAFF

Manager Dana D. Schreckengost
Accountant Kerry Swineford
Commissioner Clyde Bullers
Engineer Travis Long
Solicitor Jim Dennison
Recorder Christine Gunning

VISITORS

Patti Slaughter
Rose James

CALL TO ORDER:

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

APPROVAL OF MINUTES:

Vice-Chairman David Love moved to approve the minutes of the January 9th meeting as submitted; seconded by Member Tom Dinger. Motion carried 4-0.

FINANCIAL REPORTS:

- A. Review of Financial Statements** – Accountant Kerry Swineford stated he had one correction. Accountant Kerry Swineford stated engineering services on the revenues and expenses for the sewer is listed as \$13,440.00, and it should be \$931.00. Accountant Kerry Swineford stated the difference goes down to the project. Vice-Chairman David Love moved to approve the financial reports as amended; seconded by Member Tom Dinger. Motion carried 4-0.

VISITORS: None

COMMITTEE REPORTS:

A. Engineer's Report

1. **Written Report** – Attached
2. **Change Orders** –
 - a. **Phase 1A** – Engineer Travis Long stated there is one change order for Phase 1A.
 1. **Bison Construction – Change Order Number Five – Balancing Change Order (Final)** – Engineer Travis Long reported we have change order number five from Bison Construction which is a balancing change order with a deduction amount from original contract price for project completion under budget plus the deduction of the thirty inch pipe at the diversion box that was completed by Global Heavy. Engineer Travis Long stated the total deduction

amount of change order number five is \$21,324.39. Vice-Chairman David Love moved to approve balancing change order number five from Bison Construction with the deduction amount of \$21,324.39; seconded by Member Robert Moss. Motion carried 4-0.

- b. **Phase 2** – Engineer Travis Long stated there are no change orders for Phase 2 at this time.
- 3. **Payment Requisitions** – Engineer Travis Long reported requisition number twenty to USDA has the following components:
 - a. **Bison Construction Incorporated Payment Requisition Number Sixteen** – Engineer Travis Long stated we have payment requisition number sixteen from Bison Construction in the amount of \$16,825.15. Engineer Travis Long stated we are still holding over \$20,000.00 until we get things resolved. Member Tom Dinger moved to approve payment requisition number sixteen from Bison Construction in the amount of \$16,825.15; seconded by Member Robert Moss. Motion carried 4-0.
 - b. **Global Heavy Corporation Payment Requisition Number Ten** – Engineer Travis Long stated we have payment requisition number ten from Global Heavy Corporation in the amount of \$275,443.94 for Phase Two general-mechanical work for the wastewater treatment plant. Member Tom Dinger moved to approve payment requisition number ten from Global Heavy Corporation in the amount of \$275,443.94; seconded by Vice-Chairman David Love. Motion carried 4-0.
 - c. **Westmoreland Electric Services, Incorporated Payment Requisition Number Four** – Engineer Travis Long stated we have payment requisition number four from Westmoreland Electric in the amount of \$270,860.18. Vice-Chairman David Love moved to approve payment requisition number four from Westmoreland Electric in the amount of \$270,860.18; seconded by Member Robert Moss. Motion carried 4-0.
 - d. **Diehl Contracting LLC** – Engineer Travis Long stated Diehl Contracting did not submit a payment requisition this month.
 - e. **Requisition Number Twenty to USDA** – Engineer Travis Long stated requisition number twenty to USDA in the amount of \$575,714.27 includes Gwin, Dobson, and Foreman invoice number thirty-four in the amount of \$12,585.00. Member Tom Dinger moved to approve requisition number twenty to USDA in the amount of \$575,714.27; seconded by Member Robert Moss. Motion carried 4-0.
 - f. **Total Payment Requisitions** – Engineer Travis Long reported total payment requisitions this month are \$575,714.27.

UNFINISHED BUSINESS:

- A. **Timber Update** – Commissioner Clyde Bullers stated the timber on the east side of North Fork across from the park has been completed. Commissioner Clyde Bullers stated everything has been removed. Commissioner Clyde Bullers stated he talked to Jeremy, the forester for that project, and he said they left about a dozen trees. Commissioner Clyde Bullers stated they are done and out of there and everything went well.

- B. CD Update** – Manager Dana D. Schreckengost stated at the last meeting we turned over two CD's that were maturing to the Finance Committee. Manager Dana D. Schreckengost stated both of those CD's were cleaned up to make them even numbers, and were put into six month CD's at S&T Bank at a rate of point seven five percent, which means we put approximately \$4,420.00 back into the sewer account.

NEW BUSINESS:

- A. Maplevale Road Property** – Commissioner Clyde Bullers stated this was a piece of property that was conveyed to the Brookville Municipal Authority in the late 1960's or early 1970's. Commissioner Clyde Bullers stated the original property owners would like to try to get it back again. Commissioner Clyde Bullers stated it is an ideal location for a water tank since it has the necessary elevation. Commissioner Clyde Bullers stated he is hesitant on giving up the property until we know what we want to do in the future, and Member Tom Dinger agreed. Chairman Brad Miller stated that could be a key location for future development in several directions. Engineer Travis Long recommended retainage of the property.
- B. Additional Sewer Projects** – Commissioner Clyde Bullers stated the White Street Project was completed. Commissioner Clyde Bullers stated we had another sewage backup above Main Street, through Main Street and Madison Avenue. Commissioner Clyde Bullers stated we investigated it, and found that when a contractor was in there on a building project, they smashed the sewer pipe and tried to do a quick repair on it. Commissioner Clyde Bullers stated they poured concrete over top of it which collapsed. Commissioner Clyde Bullers stated they did some digging and repairing and got that issue resolved, however they discovered north and south of that repair damaged areas that need some attention. Commissioner Clyde Bullers stated there is I and I money in the budget, and he could do this with his own crew. Commissioner Clyde Bullers stated we have the Water Plant Project which is tying in the existing sludge lines to the sanitary system which helps our sludge issues at the Water Plant. Commissioner Clyde Bullers stated he does not have any prices on it yet. Commissioner Clyde Bullers stated the other was the project Bison Construction started but did not complete. Commissioner Clyde Bullers stated we were thinking of getting Diehl Contracting to finish it. Vice-Chairman David Love moved to authorize Commissioner Clyde Bullers to buy the material for these two projects, to get a quote from Diehl Contracting, and as long as the quote is under the bidding threshold, to go ahead and proceed with these projects; seconded by Member Robert Moss. Motion carried 4-0.
- C. New Board Member** – Chairman Brad Miller stated he has a letter of resignation from Vice-Chairman David Love for health reasons. Chairman Brad Miller stated Vice-Chairman David Love will be missed, and that he has been an asset to this board and to the community. Member Robert Moss moved to accept the resignation of David Love from the board with regrets; seconded by Member Tom Dinger. Motion carried 4-0. Vice-Chairman David Love moved to

nominate Roger Shaw as a replacement to the Brookville Municipal Authority Board; seconded by Member Tom Dinger. Motion carried 4-0.

D. Industrial Appraisal – Manager Dana D. Schreckengost stated we are up for insurance quotes right now, and with that we have been requested for an industrial appraisal. Manager Dana D. Schreckengost stated we have not had our industrial appraisal updated for some time. Manager Dana D. Schreckengost stated she received a quote of \$7,120.00 from Industrial Appraisal to have a total appraisal redone, and if we have them do the annual re-evaluation and maintenance services it would be an additional \$660.00 each year. Manager Dana D. Schreckengost stated she is looking for some direction on what the board thinks. After some discussion, Vice-Chairman David Love moved to approve moving forward with the industrial appraisal; seconded by Member Tom Dinger. Motion carried 4-0.

COMMUNICATIONS AND ANNOUNCEMENTS: None

BOARD/STAFF REPORTS & INFORMATION:

A. Commissioner Clyde Bullers – Commissioner Clyde Bullers reported crews are busy. Commissioner Clyde Bullers stated they fixed a water main break on Pine Street. Commissioner Clyde Bullers stated three major pieces of equipment broke down in the last month; a sludge pump, a heat exchanger, and just today an RBC went down.

MEDIA COMMENTS/QUESTIONS/CLARIFICATION:

A. Reporter Patti Slaughter/Department of Community and Economic Development (DCED) Grant – Reporter Patti Slaughter asked for more information about the DCED grant. Engineer Travis Long stated in front of Number One Brookville Chevrolet there is a section of sewer line and water line in there that we were not able with the current ongoing projects to be able to fund and repair at this time. Engineer Travis Long stated that is one of the remaining constrictions in the collection system, and it makes sense while we are doing the sewer to replace that water line in there to continue to enhance the system. Vice-Chairman David Love stated it is also kind of a gateway to someday replacing the water line on Main Street.

CALL FOR ADJOURNMENT:

At 4:46 P.M. Member Tom Dinger moved to adjourn; seconded by Member Robert Moss. Motion carried 4-0.

Administrative Manager

