

**MINUTES
BROOKVILLE MUNICIPAL AUTHORITY
Tuesday, April 10, 2018 @ 4:00 P.M.**

The Brookville Municipal Authority met in Council Chambers on Tuesday, April 10, 2018 at 4:00 P.M. with the following in attendance:

MEMBERS

Brad Miller
Tom Dinger
Robert Moss
Sam McKinley
Roger Shaw

STAFF

Manager Dana D. Schreckengost
Accountant Kerry Swineford
Commissioner Clyde Bullers
Engineer Josh Gunnett
Solicitor Jim Dennison

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 Tom Dinger moved to approve the minutes of the March 13th meeting as submitted; seconded by Member Robert Moss. Motion carried 5-0.

FINANCIAL REPORTS:

- A. **Review of Financial Statements** – Accountant Kerry Swineford stated he made all of his adjustments for the 2017 year, and updated all the financials from December through March which are included in the agenda packet. Vice-Chairman Tom Dinger moved to approve the financial reports as presented; seconded by Member Robert Moss. Motion carried 5-0.
- B. **Close First Line of Credit with S&T Bank** – Accountant Kerry Swineford stated the first line of credit had a total balance we had to draw on of \$9,742,000.00, and we had pulled all of that in January. Accountant Kerry Swineford stated then we started on the second line of credit which has a running balance, and as of the end of March the total we have drawn on that is \$1,463,677.80. Member Roger Shaw moved to close out the first line of credit with S&T Bank; seconded by Member Robert Moss. Motion carried 5-0.

VISITORS: None

COMMITTEE REPORTS:

A. Engineer's Report

- 1. **Written Report** – Attached
- 2. **Change Orders** –
 - a. **Phase 1A** – Engineer Josh Gunnett reported there are no further change orders for Phase 1A.

- b. **Phase 2** – Engineer Josh Gunnett stated there are no change orders for Phase 2 at this time.
- 3. **Payment Requisitions** – Engineer Josh Gunnett reported requisition number twenty two to USDA has the following components:
 - a. **Bison Construction Incorporated - No Payment Requisition** – Engineer Josh Gunnett reported Bison Construction does not have a payment requisition this month.
 - b. **Global Heavy Corporation Payment Requisition Number Twelve** – Engineer Josh Gunnett stated we have payment requisition number twelve from Global Heavy Corporation in the amount of \$472,958.69 for Phase Two general-mechanical work for the wastewater treatment plant. Vice-Chairman Tom Dinger moved to approve payment requisition number twelve from Global Heavy Corporation in the amount of \$472,958.69; seconded by Member Robert Moss. Motion carried 5-0.
 - c. **Westmoreland Electric Services, Incorporated Payment Requisition Number Six** – Engineer Josh Gunnett stated we have payment requisition number six from Westmoreland Electric in the amount of \$120,429.88. Member Robert Moss moved to approve payment requisition number six from Westmoreland Electric in the amount of \$120,429.88; seconded by Member Roger Shaw. Motion carried 5-0.
 - d. **Diehl Contracting LLC** – Engineer Josh Gunnett stated Diehl Contracting did not submit a payment requisition this month.
 - e. **Requisition Number Twenty Two to USDA** – Engineer Josh Gunnett stated requisition number twenty two to USDA in the amount of \$608,788.57 includes Gwin, Dobson, and Foreman invoice number thirty-six in the amount of \$15,400.00 which was previously approved in the engineering agreement. Vice-Chairman Tom Dinger moved to approve requisition number twenty two to USDA in the amount of \$608,788.57; seconded by Member Robert Moss. Motion carried 5-0.
 - f. **Total Payment Requisitions** – Engineer Josh Gunnett reported total payment requisitions this month are \$608,788.57.

UNFINISHED BUSINESS: None

NEW BUSINESS:

- A. **Spring Hydrant Flushing** – Commissioner Clyde Bullers stated spring hydrant flushing will start on Tuesday, April 17th and continue through May 1st. Commissioner Clyde Bullers stated customers may experience low water pressure or cloudy water as flushing continues. Commissioner Clyde Bullers stated we will be using the response system to try to notify all the customers the evening before we will do flushing in their area.
- B. **Diehl Contracting – Sewer Line Extension** – Commissioner Clyde Bullers stated Diehl Contracting completed the sewer line extension up the alley on Taylor Street, and they are waiting for better weather to do the water plant.
- C. **Water Meters** – Commissioner Clyde Bullers reported we are down to 37 residential meters and 50 commercial meters to install.

D. RBC's – Commissioner Clyde Bullers stated RBC number seven has quit turning and is not repairable. Commissioner Clyde Bullers stated eight RBC's are still functioning.

COMMUNICATIONS AND ANNOUNCEMENTS:

A. Solicitor Jim Dennison/Colonial Crestwood L.L.C. – Solicitor Jim Dennison asked the engineers to review Colonial Crestwood's letters and look at the property.

BOARD/STAFF REPORTS & INFORMATION: None

MEDIA COMMENTS/QUESTIONS/CLARIFICATION: None

CALL FOR ADJOURNMENT:

At 4:31 P.M. Vice-Chairman Tom Dinger moved to adjourn; seconded by Member Robert Moss. Motion carried 5-0.

Administrative Manager