

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

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

MEMBERS

Brad Miller
Tom Dinger – arrived @ 4:09 P.M.
Robert Moss
Sam McKinley – arrived @ 4:06 P.M.
Roger Shaw

STAFF

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

VISITORS

Patti Slaughter
Rose James
James Balliet

CALL TO ORDER:

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

APPROVAL OF MINUTES:

Member Robert Moss moved to approve the minutes of the June 12th meeting as submitted; seconded by Member Roger Shaw. Motion carried 3-0.

FINANCIAL REPORTS:

- A. **Review of Financial Statements** – Member Robert Moss moved to approve the financial reports as presented; seconded by Member Roger Shaw. Motion carried 3-0.

VISITORS: None

COMMITTEE REPORTS:

A. Engineer's Report

1. **Written Report** – Attached
2. **Change Orders** –
 - a. **Phase 1A Wastewater System Improvements** – Engineer Josh Gunnett reported there are no further change orders for Phase 1A.
 - b. **Phase 1B Sanitary Sewer Replacement Work** – Engineer Josh Gunnett stated for Phase 1B sanitary sewer replacement work there is a final unit price balancing change order in the amount of \$24,440.70. Engineer Josh Gunnett stated this includes all the contract work that was done by Diehl Contracting, plus additional work. Engineer Josh Gunnett stated this change order ties in to Diehl Contracting's payment requisition number five in the amount of \$151,667.35 that was submitted this month. Member Roger Shaw moved to approve Diehl Contracting's payment requisition number five in the amount of \$151,667.35 which includes the

final unit price balancing change order for \$24,440.70; seconded by Member Robert Moss. Motion carried 4-0.

- c. **Phase 2 Wastewater Treatment Facility General-Mechanical Work – Change Order Six** – Engineer Josh Gunnett stated for Phase 2 wastewater treatment facility general-mechanical work we have change order six from Global Heavy in the amount of \$15,305.43. Engineer Josh Gunnett stated they are working on the clarifier distribution box. Member Sam McKinley moved to approve change order number six from Global Heavy in the amount of \$15,305.43; seconded by Vice-Chairman Tom Dinger. Motion carried 5-0.
- d. **Phase 2 Wastewater Treatment Facility Electrical Work** – Engineer Josh Gunnett stated there are no change orders for Phase 2 wastewater treatment facility electrical work at this time.
- 3. **Payment Requisitions** – Engineer Josh Gunnett reported requisition number twenty five 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 Fifteen** – Engineer Josh Gunnett stated we have payment requisition number fifteen from Global Heavy Corporation in the amount of \$535,942.98 for Phase Two general-mechanical work for the wastewater treatment plant. Member Sam McKinley moved to approve payment requisition number fifteen from Global Heavy Corporation in the amount of \$535,942.98; seconded by Vice-Chairman Tom Dinger. Motion carried 5-0.
 - c. **Westmoreland Electric Services, Incorporated Payment Requisition Number Nine** – Engineer Josh Gunnett stated we have payment requisition number nine from Westmoreland Electric in the amount of \$244,247.91. Vice-Chairman Tom Dinger moved to approve payment requisition number nine from Westmoreland Electric in the amount of \$244,247.91; seconded by Member Roger Shaw. Motion carried 5-0.
 - d. **Diehl Contracting LLC Payment Requisition Number Five** – Engineer Josh Gunnett stated we already discussed Diehl Contracting's payment requisition number five.
 - e. **Interest Reimbursement** – Engineer Josh Gunnett reported the Brookville Municipal Authority will receive an interest reimbursement of \$11,386.62.
 - f. **Requisition Number Twenty Five to USDA** – Engineer Josh Gunnett stated requisition number twenty five to USDA in the amount of \$803,742.51 includes Gwin, Dobson, and Foreman invoice number thirty-nine in the amount of \$12,165.00 which was previously approved in the engineering agreement. Member Sam McKinley moved to approve requisition number twenty five to USDA in the amount of \$803,742.51; seconded by Vice-Chairman Tom Dinger. Motion carried 5-0.

- g. **Total Payment Requisitions** – Engineer Josh Gunnett reported total payment requisitions this month are \$955,409.86 which includes Diehl Contracting.
- h. **Rose Township Act 537 Plan** – Engineer Josh Gunnett stated the Department of Environmental Protection (DEP) got back to them with technical comments, mostly regarding the implementation schedule, for the Rose Township Act 537 Plan. Member Robert Moss asked Engineer Josh Gunnett for an estimate of what this would cost. Engineer Josh Gunnett stated the estimate is eleven million dollars total, eight million dollars in construction. After some discussion, Solicitor Jim Dennison recommended tabling this topic for a month to look at it better. James Balliet, Facilities Planning Director and Corporate Secretary for Gwin, Dobson, and Foreman told Engineer Josh Gunnett they reviewed the plan and came back with comments and you need to respond back by July 15th. James Balliet stated there is nothing wrong in responding back to DEP addressing all their technical comments and saying the Brookville Municipal Authority is reviewing the most recent changes and will consider it at the next meeting. James Balliet stated within the next week or so we will give the board a summary of the plan with the recommendations, and at next month's meeting we can discuss it in more detail.

UNFINISHED BUSINESS:

- A. **Crack in the Water Plant** – Member Sam McKinley stated there is some kind of crack in the water plant that we were going to look into, and asked Manager Dana D. Schreckengost if she remembered. Manager Dana D. Schreckengost stated she pointed it out to Commissioner Clyde Bullers and Engineer Josh Gunnett. James Balliet from Gwin, Dobson, and Foreman stated we met at the plant this morning and went over some operational issues. James Balliet stated we are going to submit a permit application to the Department of Environmental Protection (DEP) to change an inhibitor and to permit a filling station. James Balliet stated we are going to get a crack repair expert to look at it.

NEW BUSINESS:

- A. **PMAA Voting Delegate** – Manager Dana D. Schreckengost stated we have the annual Pennsylvania Municipal Authorities Association's (PMAA) conference coming up September 9th to the 12th in Erie. Manager Dana D. Schreckengost stated they do have topics that we vote upon, so they need our voting delegate and alternate. Manager Dana D. Schreckengost stated she plans on attending and is willing to be the voting delegate. Vice-Chairman Tom Dinger moved to appoint Manager Dana D. Schreckengost as our voting delegate for the PMAA conference; seconded by Member Sam McKinley. Motion carried 5-0.
- B. **Executive Session** – Manager Dana D. Schreckengost requested an executive session for legal action with no action expected.

COMMUNICATIONS AND ANNOUNCEMENTS: None

BOARD/STAFF REPORTS & INFORMATION:

A. Commissioner Clyde Bullers

1. **South Main Street Sewer Line Project** – Commissioner Clyde Bullers stated the South Main Street sewer line project is completed. Commissioner Clyde Bullers stated they put in eleven hundred feet of PVC pipe, and three new manholes. Commissioner Clyde Bullers stated the restoration is done.
2. **Proposed Paving Projects** – Commissioner Clyde Bullers stated some of the proposed paving projects for this year are state projects and some are the Borough's projects. Commissioner Clyde Bullers reported we have been hammering out some of the manholes, or raising them to accommodate the paving.
3. **Water Plant Sludge Line** – Commissioner Clyde Bullers stated they used the water plant sludge line, and all the sed basins are cleaned out. Commissioner Clyde Bullers stated everything is up and operational.
4. **Water Distribution Crew** – Commissioner Clyde Bullers stated the water distribution crew fixed a couple small leaks. Commissioner Clyde Bullers stated we also had one water main break the other night and we repaired it. Commissioner Clyde Bullers stated the water distribution crew has been busy working on getting a handle on the flows of the distribution system, and trying to get a handle on the proposed new regulations coming up next year.
5. **28/322 Project** – Commissioner Clyde Bullers stated we have been working with Gwin, Dobson, and Foreman on the 28/322 Project. They are trying to come up with the best solution to make those changes necessary with the least amount of problems to our customers out in that end of the system. Commissioner Clyde Bullers stated they are having a meeting with PennDOT this Friday regarding this.

MEDIA COMMENTS/QUESTIONS/CLARIFICATION: None

EXECUTIVE SESSION:

The Brookville Municipal Authority Board entered an executive session at 4:56 P.M. to discuss some legal action with no action expected. Executive session ended at 5:30 P.M. with no action taken.

CALL FOR ADJOURNMENT:

At 5:30 P.M. Vice-Chairman Tom Dinger moved to adjourn; seconded by Member Robert Moss. Motion carried 5-0.

Administrative Manager

