

**MINUTES
BROOKVILLE MUNICIPAL AUTHORITY
Tuesday, September 10, 2019 @ 4:00 P.M.**

The Brookville Municipal Authority met in Council Chambers on Tuesday, September 10, 2019 at 4:00 P.M. with the following in attendance:

MEMBERS

Brad Miller
Tom Dinger
Roger Shaw
Robert Moss

STAFF

Manager Dana D. Schreckengost
Accountant Kerry Swineford
Commissioner Clyde Bullers
Engineer Josh Gunnett
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 Tom Dinger moved to approve the minutes of the August 13th meeting as submitted; seconded by Member Roger Shaw. Motion carried 4-0.

FINANCIAL REPORTS:

- A. **Review of Financial Statements** – Accountant Kerry Swineford stated he has some updated numbers. Accountant Kerry Swineford stated on the sewer side we are at sixty-one percent of the revenues for the year and fifty-five percent of the expenses, so right now we have a surplus of \$378,306.00. Accountant Kerry Swineford stated on the water side we are at sixty percent of the revenues for the year and forty-seven percent of the expenses, so right now we have a surplus of \$412,207.00. Accountant Kerry Swineford stated we also paid the pension last month, and we are working on the budget for next year. Vice-Chairman Tom Dinger moved to approve the financial statements as presented; seconded by Member Robert Moss. Motion carried 4-0.

VISITORS: None

COMMITTEE REPORTS:

A. Engineer's Report

1. **Written Report** – Attached
2. **Payment Requisitions** –
 - a. **USDA-Rural Development – Payment Number 41** - Engineer Josh Gunnett reported requisition number forty-one to USDA has the following components:

1. **Global Heavy Corporation Payment Requisition Number Twenty-Nine** – Engineer Josh Gunnett stated we have payment requisition number twenty-nine from Global Heavy Corporation in the amount of \$78,645.29 for phase two general-mechanical work for the wastewater treatment plant. Vice-Chairman Tom Dinger moved to approve payment requisition number twenty-nine from Global Heavy in the amount of \$78,645.29; seconded by Member Robert Moss. Motion carried 4-0.
2. **Westmoreland Electric Payment Requisition Number Twenty** – Engineer Josh Gunnett stated we have payment requisition number twenty from Westmoreland Electric in the amount of \$218,239.40. Member Roger Shaw moved to approve payment requisition number twenty from Westmoreland Electric in the amount of \$218,239.40; seconded by Vice-Chairman Tom Dinger. Motion carried 4-0.
3. **Requisition Number Forty-One to USDA-Rural Development** – Engineer Josh Gunnett stated we have requisition number forty-one to USDA in the amount of \$314,051.69 which includes Gwin, Dobson, and Foreman invoice number fifty-three in the amount of \$17,167.00 which was previously approved in the engineering agreement. Vice-Chairman Tom Dinger moved to approve requisition number forty-one to USDA in the amount of \$314,051.69; seconded by Member Roger Shaw. Motion carried 4-0.
- b. **Total Payment Requisitions** – Engineer Josh Gunnett reported total payment requisitions this month are \$314,051.69.
3. **Change Orders** –
 - a. **Global Heavy Corporation Change Order Number Ten** – Engineer Josh Gunnett stated we have change order number ten from Global Heavy in the amount of \$48,841.41 and nineteen working days for paving, one hundred feet of additional fencing, and weather delays from April to August. Vice-Chairman Tom Dinger moved to approve change order number ten from Global Heavy in the amount of \$48,841.41 and nineteen working days as presented; seconded by Member Robert Moss. Motion carried 4-0.
4. **DCED CFA Small Water and Sewer Grant** – Engineer Josh Gunnett stated on to the Small Water and Sewer Grant down on East Main Street by the Chevrolet dealership. Engineer Josh Gunnett stated we have Terra Works application for payment number one in the amount of \$200,267.10 which includes \$182,816.10 owed by the Brookville Municipal Authority and \$17,451.00 owed by the Brookville Borough for storm sewer work. Engineer Josh Gunnett stated the Brookville Borough already approved this, and they will just pay the Brookville Municipal Authority back its share. Engineer Josh Gunnett stated this will be the first requisition payment to DCED, so we will recommend payment of all the engineering expenses paid to date as well as the \$182,816.10 to DCED as well. Vice-Chairman Tom Dinger moved to approve Terra Works application for payment number one in the amount of \$200,267.10; seconded by Member Robert Moss. Motion carried 4-0.

Engineer Josh Gunnett stated we will be submitting Gwin, Dobson, and Foreman engineering invoices numbers one through nine in the amount of \$41,339.66 to DCED for reimbursement, and Terra Works application for payment number one which is \$182,816.10. Engineer Josh Gunnett stated so you will be requesting basically \$224,155.76, but really they are only going to pay eighty-five percent of that which is \$190,532.10. Member Roger Shaw moved to submit for reimbursement to DCED the amount of \$224,155.76 which encompasses \$182,816.10 for payment requisition number one to Terra Works, and also invoices numbers one through nine for engineering fees in the amount of \$41,339.66; seconded by Member Robert Moss. Motion carried 4-0.

5. **PennDOT (State Route 322 Rose Township Shed)** – Engineer Josh Gunnett stated we opened bids today on the 322 Rose Township PennDOT shed, and the bids came in a little higher. Engineer Josh Gunnett stated the apparent low bidder was Dave Roman Excavating in Reynoldsville with a bid of \$227,889.00. Vice-Chairman Tom Dinger moved to award the PennDOT State Route 322 Rose Township Shed Project and water extension to Dave Roman Excavating with the apparent low bid of \$227,889.00 pending the final review by the engineers and PennDOT's approval; seconded by Member Robert Moss. Motion carried 4-0.

UNFINISHED BUSINESS: None

NEW BUSINESS:

- A. **Fall Hydrant Flushing** – Commissioner Clyde Bullers stated we will start our fall hydrant flushing on September 27th and it will continue through October 8th. Commissioner Clyde Bullers stated customers may experience low water pressure and cloudy water on the days the flushing takes place.
- B. **PennDOT Shed Bids** – Chairman Brad Miller stated this was already discussed.
- C. **2020 Minimum Municipal Obligation (MMO)** – Manager Dana D. Schreckengost stated the Minimum Municipal Obligation for 2020 comes in at \$67,186.00 with the water portion being \$31,151.00 and the sewer portion being \$36,035.00. Vice-Chairman Tom Dinger moved to accept the MMO for plan year 2020 in the amount of \$67,186.00 with \$31,151.00 being water and \$36,035.00 being sewer; seconded by Robert Moss. Motion carried 4-0.

COMMUNICATIONS AND ANNOUNCEMENTS: None

BOARD/STAFF REPORTS & INFORMATION: None

MEDIA COMMENTS/QUESTIONS/CLARIFICATION: None

CALL FOR ADJOURNMENT:

At 4:48 P.M. Vice-Chairman Tom Dinger moved to adjourn; seconded by Member Robert Moss. Motion carried 4-0.

Administrative Manager