

**MINUTES  
BROOKVILLE MUNICIPAL AUTHORITY  
Tuesday, July 14, 2020 @ 4:00 P.M.**

The Brookville Municipal Authority met in the large conference room on Tuesday, July 14, 2020 at 4:00 P.M. with the following in attendance:

**MEMBERS**

Brad Miller  
Roger Shaw  
Robert Moss -  
arrived at 4:05 P.M

**STAFF**

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

**VISITORS**

Nick LaBelle  
Patti Slaughter

**CALL TO ORDER:**

Chairman Brad Miller called the meeting to order at 4:05 P.M.

**APPROVAL OF MINUTES:**

Member Roger Shaw moved to approve the minutes of the June 9<sup>th</sup> meeting as submitted; seconded by Member Robert Moss. Motion carried 3-0.

**FINANCIAL REPORTS:**

- A. Review of Financial Statements** – Accountant Kerry Swineford stated the auditors are here and they are finishing up with the Authority side. Member Robert Moss moved to approve the financial statements as presented; seconded by Member Roger Shaw. Motion carried 3-0.

**VISITORS:** None

**COMMITTEE REPORTS:**

**A. Engineer's Report**

1. **Written Report** – Attached
2. **Payment Requisitions and Change Orders** – None
3. **Approval of Engineer's Report** – Member Robert Moss moved to approve the Engineer's Report as presented; seconded by Member Roger Shaw. Motion carried 3-0.

**UNFINISHED BUSINESS:**

- A. Water CD Renewal** – Manager Dana D. Schreckengost stated at the last meeting we had a CD maturing after the last meeting but well before this meeting so we put it out to the Finance Committee. Manager Dana D. Schreckengost stated the Finance Committee has decided on a six-month CD at S&T Bank at point four percent, and she needs a motion to accept that. Member Robert Moss asked the amount of the CD, and Manager Dana D. Schreckengost stated \$450,000.00.

Member Roger Shaw moved to approve renewing the water CD in the amount of \$450,000.00 at S&T Bank at point four percent for a six-month term; seconded by Member Robert Moss. Motion carried 3-0.

**NEW BUSINESS:**

**A. Pennsylvania Municipal Authorities Association (PMAA) Conference Voting**

**Delegate** – Manager Dana D. Schreckengost stated if we have the Pennsylvania Municipal Authorities Association (PMAA) Conference at the end of August in Hershey, we would need to submit a voting delegate form. Manager Dana D. Schreckengost stated she would be willing to be the voting delegate to vote on the issues on behalf of the Authority at the conference. Member Roger Shaw moved to have Manager Dana D. Schreckengost be our voting delegate for the Pennsylvania Municipal Authorities Association (PMAA) Conference at the end of August in Hershey; seconded by Member Robert Moss. Motion carried 3-0.

**B. Business Park Cooperation Agreement** – Solicitor Jim Dennison stated we have the Cooperation Agreement for the Jefferson County Business Park which is out at the Hazen Exit. Solicitor Jim Dennison stated Nine Star has been developing that property and they received a grant to extend the water and sewage services across the road and service the northwest quadrant of that interchange. Solicitor Jim Dennison stated he has the agreements between the Jefferson County Commissioners, Nine Star Capital Limited Partnership, the Brookville Municipal Authority, and Pinecreek Township. Solicitor Jim Dennison stated attached to that are two exhibits. Solicitor Jim Dennison stated one exhibit is an agreement with Pinecreek Township where whenever the project is completed the roads will be maintained by the township for a period of years. Solicitor Jim Dennison stated Exhibit C is an agreement with the Brookville Municipal Authority for the takeover of the water and sewage services after they are complete. Solicitor Jim Dennison stated the Brookville Municipal Authority has acquired right of ways where we want them. Solicitor Jim Dennison stated we need a motion to proceed with the agreement. Chairman Brad Miller stated so you recommend that we proceed. Solicitor Jim Dennison stated everything is in great shape. Member Robert Moss asked where do our responsibilities stop. Solicitor Jim Dennison stated Commissioner Clyde Bullers has seen the plans more than he has, but we also acquired a right of way that extends so if someone wanted to build on the other side of that project, we would have the right to have that person extend the utilities to the far side and it extends right into the project. Member Robert Moss asked when would they break ground. Solicitor Jim Dennison stated possibly this fall. After some discussion, Member Roger Shaw moved to proceed with the Jefferson County Business Park Cooperation Agreement between the Jefferson County Commissioners, Nine Star Capital Limited Partnership, the Brookville Municipal Authority, and Pinecreek Township as presented; seconded by Member Robert Moss. Motion carried 3-0.

**COMMUNICATIONS AND ANNOUNCEMENTS: None**

## **BOARD/STAFF REPORTS & INFORMATION:**

### **A. Commissioner Clyde Bullers**

1. **Wastewater Plant** – Commissioner Clyde Bullers stated they are continuing to work out the bugs and issues at the wastewater plant. Commissioner Clyde Bullers stated it is not something one company can come in and fix, because you are working with valves, blowers, control boards, and the SCADA system. Commissioner Clyde Bullers stated we are working on resolving these issues and this is ongoing.
2. **Summer Maintenance** – Commissioner Clyde Bullers stated summer maintenance at the plant and distribution continues. Commissioner Clyde Bullers stated they repaired two more leaks in the last month. Commissioner Clyde Bullers stated one was out in the CRUMA system on Mendenhall Road.
3. **Brush Street Pump Station** – Commissioner Clyde Bullers stated the pumps are forty to fifty years old at the Brush Street pump station and they should be replaced. Commissioner Clyde Bullers stated he will get pricing to replace the pumps and the motors.

**MEDIA COMMENTS/QUESTIONS/CLARIFICATION:** None

### **CALL FOR ADJOURNMENT:**

At 4:30 P.M. Member Robert Moss moved to adjourn; seconded by Member Roger Shaw. Motion carried 3-0.

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Administrative Manager