

MINUTES
BROOKVILLE MUNICIPAL AUTHORITY
Tuesday, November 14, 2023 @ 4:00 P.M.

The Brookville Municipal Authority met in Council Chambers on Tuesday, November 14, 2023 at 4:00 P.M. with the following in attendance:

MEMBERS

Robert Moss
Darren Hack
Jason Geer
Bruce Pierson

STAFF

Manager Dana Rooney
Accountant Kerry Swineford
Commissioner Aaron Haines
Engineer Steve Gibson
Solicitor Jim Dennison
Recorder Christine Gunning

VISITORS

Patti Slaughter
Justin Felgar

CALL TO ORDER:

Vice-Chairman Robert Moss called the meeting to order at 4:00 P.M.

APPROVAL OF MINUTES:

Member Bruce Pierson moved to approve the minutes of the September 12th meeting as submitted; seconded by Member Jason Geer. Motion carried 4-0.

VISITORS: None

FINANCIAL REPORTS:

A. Review of Financial Statements

1. **Comments** – Accountant Kerry Swineford stated he had a couple of things to add. Mr. Swineford stated November is the month we pay the United States Department of Agriculture (USDA) loans for the sewer plant. Mr. Swineford stated loan one is \$184,417.00, and loan two is \$37,060.00. Mr. Swineford stated that is paid biannually in May and November. Mr. Swineford stated since we did not have a meeting last month, on the sewer side, they lined eight-inch pipes on Jenks Street, Western Avenue, and Fifth Street, and that came in at \$41, 554.00. Mr. Swineford stated on the water side, they put in the hinged bridge above the water plant, and that was \$43,918.00. Mr. Swineford stated revenue sales are good. Member Darren Hack made a motion to approve the financial statements as presented; seconded by Member Bruce Pierson. Motion carried 4-0.
2. **2022 Audit** – Accountant Kerry Swineford stated the 2022 audit has been finalized. Mr. Swineford stated there were some journal entries on the water side, but the sewer side was fine.

COMMITTEE REPORTS:

A. Engineer's Report

1. **Written Report** – Attached

2. **Pennsylvania Infrastructure Investment Authority (PENNVEST) Payment Requisition Number Twelve** – Engineer Steve Gibson stated they recommend approval of PENNVEST payment requisition number twelve in the amount of \$51,443.94 which includes \$45,111.63 for Terra Works payment requisition number eight, \$2,844.88 for engineering costs for July through October, and \$3,487.43 for interest during construction. Member Jason Geer made a motion to approve PENNVEST payment requisition number twelve in the amount of \$51,443.94 as presented; seconded by Member Darren Hack. Motion carried 4-0.
3. **Local Share Account (LSA) - Grant Application – North Fork Drive Line** – Engineer Steve Gibson stated a new grant program, the Local Share Account Gaming Funds, opened up, and we came up with four grant applications. Engineer Gibson stated the first project is the North Fork Drive Line Twelve-Inch Waterline Replacement Project, which goes from Water Plant Road, across the North Fork, and to the High Street connection. Engineer Gibson stated the total project cost and requested grant funding is \$975,000.00.
4. **Local Share Account (LSA) Grant Application – Clarion Street Waterline Replacement Project** – Engineer Steve Gibson stated the second project is the Clarion Street Route 949 Waterline Replacement Project, which goes from the intersection of Route 949 and Water Street along Route 949 to south of the I-80 ramps, just past the post office. Engineer Gibson stated the total project cost and requested grant funding is \$415,000.00.
5. **Local Share Account (LSA) Grant Application – Emergency Generators** – Engineer Steve Gibson stated the third project is with respect to the installation of permanent emergency generators at the remaining water booster pump stations and sewage lift stations that currently do not have generators. Engineer Gibson stated the total project cost and requested grant funding is \$438,000.00.
6. **Local Share Account (LSA) Grant Application – Port Barnett Waterline Replacement Project** – Engineer Steve Gibson stated the fourth project is the Route 322 Port Barnett Waterline Replacement Project, which covers a section along Route 322 in Pine Creek Township heading out to the Pine Creek School. Engineer Gibson stated the total project cost and requested grant funding is \$340,000.00. Manager Dana Rooney stated these LSA grant applications require no cash match, only a nonrefundable one-hundred-dollar application fee for each one.
7. **Resolution 41-2023 – Local Share Account (LSA) Grant Application – North Fork Drive Line** – Member Darren Hack made a motion to approve Resolution 41-2023 for the LSA grant application for the North Fork Drive Line Twelve-Inch Waterline Replacement Project with the total project cost and requested grant funding of \$975,000.00; seconded by Member Bruce Pierson. Motion carried 4-0.
8. **Resolution 42-2023 – Local Share Account (LSA) Grant Application – Clarion Street Waterline Replacement Project** – Member Jason Geer made a motion to approve Resolution 42-2023 for the LSA grant application for the

Clarion Street Waterline Replacement Project with the total project cost and requested grant funding of \$415,000.00; seconded by Member Bruce Pierson. Motion carried 4-0.

9. **Resolution 44-2023 – Local Share Account (LSA) Grant Application – Emergency Generators Project** – Member Bruce Pierson made a motion to approve Resolution 44-2023 for the LSA grant application for the Emergency Generators Project with the total project cost and requested grant funding of \$438,000.00; seconded by Member Jason Geer. Motion carried 4-0.
10. **Resolution 43-2023 – Local Share Account (LSA) Grant Application – Port Barnett Waterline Replacement Project** – Member Jason Geer made a motion to approve Resolution 43-2023 for the LSA grant application for the Port Barnett Waterline Replacement Project with the total project cost and requested grant funding of \$340,000.00; seconded by Member Darren Hack. Motion carried 4-0.

UNFINISHED BUSINESS:

- A. **Colonial Crestwood Trailer Park** – Solicitor Jim Dennison stated the person who foreclosed on Colonial Crestwood Trailer Park has not taken over yet. Solicitor Dennison stated for the water bill, we started accepting payments from the individual users, and some pay, some do not pay, and some still pay directly to Mr. Joseph. Solicitor Dennison stated also there are some leaks there, and we are beginning to lose money. Solicitor Dennison stated at this time, he thinks it is within the possibility of shutting off the water completely to the trailer park, and the tenants would have to move. Solicitor Dennison stated that is where we are at unless Mr. Joseph decides to pay, or somebody else buys it and pays. Solicitor Dennison stated technically, we could shut the water off in a couple of months. Solicitor Dennison stated people will not be happy about it, but we have no choice at this point. Manager Dana Rooney stated we are owed \$47,466.00 which includes the December bill, and water usage has gone up. Manager Rooney stated the next meeting with the judge is on December 7th. Solicitor Jim Dennison stated if we do not work it out at the meeting on December 7th, then we would begin the process to shut the water off. Solicitor Dennison stated we need to notify Mr. Joseph of the leak, ask for a list of all the tenants, and notify the tenants that we will shut the water off on a certain day.

NEW BUSINESS:

- A. **Rate Mitigation Account Withdrawal Request** – Manager Dana Rooney stated we have a rate mitigation account withdrawal request coming from our health insurance. Manager Rooney stated this is money that the group as a whole did not use, so we can just do a premium reduction note, and we are eligible to receive \$2,516.67. Member Jason Geer made a motion to accept the rate mitigation account withdrawal request in the amount of \$2,516.67 as presented; seconded by Member Bruce Pierson. Motion carried 4-0.
- B. **2024 Budgets** – Manager Dana Rooney stated the Board has copies of the 2024 budgets, asked them to look over them, and if they have any questions to please ask. Manager Rooney stated there will be a five percent water rate increase

effective January 1st, but no sewer rate increase is proposed for 2024. Manager Rooney stated we will look for approval of the 2024 budgets at the December meeting.

- C. I-80 Bridge Project Offer to Purchase** – Manager Dana Rooney stated we have an offer to purchase and summary of just compensation regarding the I-80 Bridge Project. Manager Rooney stated this is regarding the Brookville Municipal Authority’s property that is owned underneath the bridge area, that was leased over to the Brookville Borough as Walter Dick Memorial Park, and outside of the park limits. Manager Dana Rooney stated we are being offered \$20,900.00, and maps are included. Vice-Chairman Robert Moss asked Commissioner Aaron Haines if we can wrap this into his report about what is happening there on this project. Mr. Haines stated the construction crews are everywhere right now, and the plans have changed. Mr. Haines stated they have worked with us to say they will stay away from the dam. Mr. Haines stated they are looking at other options for the drainage easement. Mr. Haines stated the other concern is the temporary construction easement. Mr. Haines stated from what he understands, if we give them that easement, they can do whatever they want, and we have some areas to protect, including our wellhead. Solicitor Jim Dennison stated we cannot let them encroach on the dam at all, and we are putting weight restrictions on the road. Engineer Steve Gibson recommended tabling this, and stated he feels that after meeting with PennDOT we will come to an agreement, and get final plans.
- D. Chemical Bids** – Commissioner Aaron Haines stated they received four chemical bids, and opened them earlier today at 3:00 P.M. Mr. Haines stated the four vendors were UNIVAR USA, Barber’s Chemicals, SAL Chemical, and Chemstream. Mr. Haines stated the bids are in the engineer’s hands for tabulation for the December meeting.

COMMUNICATIONS AND ANNOUNCEMENTS: None

BOARD/STAFF REPORTS & INFORMATION: None

MEDIA COMMENTS/QUESTIONS/CLARIFICATION:

- A. Colonial Crestwood** – Reporter Justin Felgar asked what Mr. Joseph’s first name is, and Manager Dana Rooney stated Robert. Mr. Felgar asked for the name of the park, and Manager Rooney stated Colonial Crestwood Trailer Park.
- B. I-80 Bridge Project Offer to Purchase** – Reporter Justin Felgar asked what exactly did PennDOT offer to purchase? Manager Dana Rooney gave him a copy of the paperwork regarding this, and stated they have to give us compensation for the fact they are blocking us from use of the property over the five years of the project. Manager Rooney stated this is their financial buyout to compensate for the fact that we cannot access our property in its entirety for five years. Mr. Felgar asked where does Walter Dick Memorial Park come into this? Manager Rooney stated it will stay the same.

CALL FOR ADJOURNMENT:

At 5:03 P.M. Member Bruce Pierson moved to adjourn; seconded by Member Darren Hack. Motion carried 4-0.

Administrative Manager