

BROCKWAY BOROUGH MUNICIPAL AUTHORITY

The regular meeting of the Brockway Borough Municipal Authority Board of Directors was held on Monday, March 10, 2025, at 6:00PM, at the Brockway Borough Building.

Board members present were Denise Foradori, Tim Grieneisen, Kurt Becker, Mike Arnold, Frank Uhl, Rodger Butters and Joe Bruno.

Also present were Stephanie Bunach from Keller Engineering, Kyle Titler, Ross Ferraro, Laurie Wayne, and Megan Crawford. Matthew Smith was absent.

Call to Order:

The Chairman called the meeting to order at 6:15 PM.

Reading of the Minutes:

The Minutes of February 13, 2025, were presented for review.

A motion to approve the Minutes of February 13, 2025, was made by Mike Arnold and seconded by Joe Bruno. The motion carried unanimously.

Correspondence:

Information was provided concerning the Rec Board's water usage. Clarification of the Rec Board's water bills was discussed, along with numerous locations the Rec Board is not billed for were listed. This was a brief discussion as no one from the Rec Board attended the meeting.

The Authority was briefly discussed. A low-income assistance program for water (LIHWAP) was discussed and suggested the office provide information about the program to customers. Communication with the Public was also mentioned. Board members suggested the office keep customers informed of updated quarterly test results.

A letter was received from Jimmy Johnston requesting forgiveness or payment arrangements for a recent high-water bill, due to a water line break.

A motion was made to approve payment arrangements by Joe Bruno and seconded by Mike Arnold. The motion carried unanimously.

Departmental Reports:

The Solicitor's Report:

The Solicitor discussed the extension of interim construction financing for the USDA Rural Development Project through First Commonwealth Bank. The terms of the loan were discussed, with closing being scheduled on March 13, 2025.

Resolution #25-01 was discussed briefly and requires signatures to approve the loan extension.

A motion to agree to the terms of the loan extension, closing date and signatures for Resolution #25-01 was made by Mike Arnold and seconded by Frank Uhl. The motion carried unanimously.

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A motion to accept the Solicitor's Report was made by Mike Arnold and seconded by Kurt Becker. The motion carried unanimously.

The Consulting Engineer's Report:

The Consulting Engineer's Report submitted by David Cunningham was discussed and presented by Stephanie Bunach.

An emergency water line replacement located at 3038 Kearney Road led to a lengthy discussion. Two bids were received for this project to replace approximately 700' of 4" water line. Bids were received from Continental for \$227,000.00 and from Smith Landscaping for \$99,000.00.

A motion to proceed with Smith Landscaping to replace approximately 700' of 4" water line at 3038 Kearney Road and to not exceed \$99,000.00 was made by Joe Bruno and seconded by Frank Uhl. The motion carried unanimously.

A meeting was held on February 19th at 2 p.m. with PennVest pertaining to Phase 1 of the water line replacement project with the ongoing asbestos issue. Grant funding will not be available for Phase 1 of the water line replacement project but will be for the remaining Phases.

A Geologist has been secured for the Chapter 105 stream crossing permitting on Glasshurst.

Survey crews continue to collect data for the railroad and stream crossing for Phase 1.

Line replacement for Fermantown Road continues with no luck of getting into contact with B&P Railroad.

Continuing to work on the USDA Targeted Distribution Improvements Project and waiting for approval to put out for bid. Requisition #56 has been prepared in the amount of \$7,528.69.

A motion to pay Requisition #56, in the amount of \$7,528.69 was made by Mike Arnold and seconded by Tim Grieneisen. The motion carried unanimously.

The CDBG Keystone/Coder Project is currently waiting for approval and continuing to work with DEP and Elk County. The target bid opening remains for May 1st.

Whetstone Dam Emergency Action Plan remains outstanding.

The LSA Rattlesnake Well #5 remains on the report, nothing has progressed.

A meeting is scheduled for March 25th in the Borough Office with North Central to discuss funding.

A motion to approve the Consulting Engineer's Report was made by Frank Uhl and seconded by Mike Arnold. The motion carried unanimously.

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The Supervisor's Report:

The Supervisor's Report was submitted, as written, by Matthew Smith.

Kyle Titler is filling in for Supervisor Matthew Smith.

Numerous leaks have been repaired over the last several weeks. Since repairs have been made, water levels are back in good standings. The regulator at the Water Shop is working as it should, with plans on rebuilding the regulator by the church in the coming week.

Permission requested to delay water line replacement on Church Street and proceed with Kearney Road due to the severity of the issue.

A motion to delay Church Street and proceed with Kearney Road was made by Mike Arnold and seconded by Frank Uhl. The motion carried unanimously.

A motion to accept the Supervisor's Report was made by Kurt Becker and seconded by Frank Uhl. The motion carried unanimously.

The Manager's Report:

The Manager's Report was submitted by Laurie Wayne.

The monthly overtime report was submitted as written.

The financial information for the month ending February 28, 2025, was presented as written.

Requesting board's approval for the Chairman to sign Resolution #25-02 pertaining to the RUS required grievance procedure.

A motion to sign Resolution #25-02 was made by Frank Uhl and seconded by Mike Arnold. The motion carried unanimously.

The Amazon account is set up. If board members wish to obtain an Amazon Credit Card, the application requires personal information from board members. Priority First Credit Union does not require personal information from board members to open a credit card. An account is required to be open with Priority First Credit Union and a deposit of \$100.00. A credit card can then be opened for the Brockway Borough Municipal Authority.

A motion to open an account with Priority First Credit Union with a \$100.00 deposit and opening a credit card was made by Joe Bruno and seconded by Mike Arnold. The motion carried unanimously.

A motion to approve the Manager's Report was made by Mike Arnold and seconded by Kurt Becker. The motion carried unanimously.

The Forester's Report:

There was no Forester's Report this month.

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The Treasurer's Report:

The Treasurer's Report for February 2025 presented for review.

Request was made to transfer funds from Brockway Borough Municipal Authority's Savings Account to Brockway Borough Municipal Authority's Checking Account for upcoming bills. The total to be transferred will be later determined, the board will be informed of the amount via email.

A motion to transfer funds from Brockway Borough Municipal Authority's Savings Account to Brockway Borough Municipal Authority's Checking Account was made by Joe Bruno and seconded by Mike Arnold. The motion carried unanimously.

A motion to accept the February 2025 Treasurer's Report was made by Mike Arnold and seconded by Rodger Butters. The motion carried unanimously.

Bills, Wages and Investments:

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|--------------------|-------------|
| Bills: | \$57,548.70 |
| Payroll PR4 & PR5: | \$25,057.43 |

A motion to approve paying bills and wages, providing there are available funds, was made by Mike Arnold and seconded by Joe Bruno. The motion carried unanimously.

Other Business:

A Meeting with North Central will be held in the Borough Office on March 25th at 10:00 a.m. to discuss funding for Brockway Borough Municipal Authority.

Leak Detection Services were provided to the Brockway Borough Municipal Authority and have been billed for the service provided.

A motion to pay for the leak detection services was made by Mike Arnold and seconded by Kurt Becker. The motion carried unanimously.

Kearney Road Line Replacement was discussed at the beginning of the meeting.

Unfinished Business:

The Jefferson County Conservation District tabled at the June 10, 2024 meeting was not discussed.

The updated inventory cruise and management plan tabled at the November 14, 2023 meeting was not discussed.

The water line situation with NAPA, Goodwill, and 814 Hardware was not discussed.

The sale of 10 to 12 acres of the Brazinski property on Fire Tower Road was not discussed.

DEM surveying was not discussed.

Three Rivers Forestry, regarding the land triangle was not discussed.

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Adjournment:

A motion to adjourn, at 7:14PM, was made by Mike Arnold and seconded by Kurt Becker. The motion carried unanimously.

Michael S. Arnold, Secretary
MA/mlc