

January 16, 2017

**BEDFORD BOROUGH WATER AUTHORITY
MONTHLY MEETING AGENDA
4:00 P.M.**

PRESENT:

____ OSTER, 2 nd VICE CHAIRMAN/TREASURER	____ D. CRABTREE, AUTHORITY SOLICITOR
____ J. SPEICHER, ASST SEC/ASST TREAS	____ B. DIEHL, BOROUGH MANAGER
____ M. BULLINGTON, SECRETARY	____ B. GELLER, BOROUGH SECRETARY
____ L. MYERS	____ B. FOOR, WATER DEPARTMENT SUPT.
____ S. CALHOUN	____ A. KEIRN, AUTHORITY ENGINEER

OTHERS PRESENT: _____

CALL TO ORDER.

DUE TO CHAIRMAN & 1st VICE CHAIRMAN POSITIONS BEING VACANT – REORGANIZATION OF AUTHORITY IS NECESSARY:

PROPOSED AUTHORITY CHANGES:

CHAIRMAN:	JEREMY SPEICHER
1 ST VICE CHAIRMAN:	MATT BULLINGTON
2 ND VICE CHAIRMAN/TREASURER:	TOM OSTER
ASSISTANT SECRETARY/ASSISTANT TREASURER:	LARRY MYERS
SECRETARY:	SARAH CALHOUN

Motion _____ Second _____ Vote (____ - ____)

NEW CHAIRMAN LEADS MEETING

MINUTES OF MEETING(S): Regular December 19, 2016 Meeting.

Approved As Submitted – Motion _____ Second _____ Vote (____ - ____)

Approved As Corrected – Motion _____ Second _____ Vote (____ - ____)

Modifications: _____

CHECKS: December 20, 2016 through January 15, 2017

CHECKS: January 16, 2017

Approved As Submitted – Motion _____ Second _____ Vote (____ - ____)

Approved As Corrected – Motion _____ Second _____ Vote (____ - ____)

Modifications: _____

TREASURER’S REPORT: January 16, 2017

Approved As Submitted – Motion _____ Second _____ Vote (____ - ____)

Approved As Corrected – Motion _____ Second _____ Vote (____ - ____)

Modifications: _____

BID OPENINGS (if any):

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VISITORS RECOGNIZED: 3 TO 5 MINUTES SPEAKING TIME PER VISITOR/TOPIC.

Name:

Topic:

Dennis Tice

Irrigation System (Veterans Grove)

*Thomas Krall (Severn Trent)
484-354-3654 (Mobile)*

*RFP Discussion via Conference Call
(Tentatively Scheduled for 4:45pm)*

OLD AUTHORITY BUSINESS:

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SOLICITOR’S REPORT:

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WATER SUPERINTENDENT’S (Brad Foor) REPORT:

- ONGOING - Further discussion with Authority on Sale of Timber – Tom O’Neil
- ONGOING - Discussion on meter pit for WWTP – *backflow preventer needs to go above ground (maintenance building could be a potential place for it or install a new enclosure device) – more details to follow. Budgeted Expense in 2016 – Quote from Guyer Brothers (\$30,400) Aaron spoke with John Clabaugh (Engineer for MABB) – he will provide Aaron with as-built drawings which show the piping/plumbing and where protection devices were installed. Once received, Aaron and I will review and arrange a site visit to see what may be required.*
- Update on Cross-Training of new employees

BOROUGH MANAGER’S REPORT:

1. Distribute Monthly Budget Report – January (Prior Year’s), April (Jan. – Mar.), July (Jan. – June), & October (Jan. – Sept.)
2. Water System Report – most recent data available:
 - The water elevation in the Smith Reservoir is below the spillway by 9.72’.
 - The water elevation in the Todd Reservoir is below the spillway by 0.16’.
 - The Smith Reservoir is 8.57’ lower than it was last year. The Todd Reservoir is 1.94’ higher than it was last year.
 - In December, we recycled an average of 104,000 gpd from the filters and clarifiers back into the Todd Reservoir.
 - The average daily minimum river flows in December were approximately 80.58% of last year’s flows.

- 2017 year to date total gallons pumped from the Raystown Branch of the Juniata River = 1.146 MG. Through the end of January 2016, we pumped 20.892 MG and through the end of January 2015 we pumped 28.805 MG.
- In December 2016, the average daily WTP production of water was .533 MGD. In December of 2015, the average daily WTP Production of water was .381 MGD.
- 2017 year to date total precipitation = 1.92". Through the end of January 2016, we had 1.65" of precipitation and through the end of January 2015 we had 1.01" of precipitation.

3. Further discussion on the Three-Party Agreement request from Marcia Kay Fisher (104 E Penn Street) for a release of any responsibility prior to her meter if a water line is teed off her service line for an irrigation system for the Public Square housing the Veteran's Monument. "The League of Pretty Good Guys" are working with a landscape architect and are raising funds to install the irrigation system. Connecting to the service line of Ms. Fisher would save boring under the street.
4. FNB is suggesting that the Authority move some funds from the current Preferred Interest Checking Account into a Public Funds Money Market Account. The Money Market Account would allow us to write 6 checks a month. The change would increase the basis points from 17 to 40. Minimum funds required in the Money Market Account would be \$5000.00. Any increases by the Fed would also increase basis points on this account.

Example ---Average Balance of \$1,137,176.47 on November Bank Statement –
17 basis points (0.17%) – Interest \$161.10
40 basis Points (0.40%) – Interest \$379.06

Scott. Moxley, Municipal Authority, spoke with Altoona First and they offer a Variable Municipal Money Market with a maximum deposit of \$250,000.00 at 0.9% with one withdrawal per quarter. Also offered is a 0.6% account with 6 checks allowed per month.

Motion _____ Second _____ Vote (____ - ____)

5. Motion to approve Resolution No. 01-2017 changing employee status and benefits for Non-Union, Full-Time employees of the Bedford Borough Water Authority. (Superintendent will now be an exempt position and the amount of days per year will decrease for sick/vacation leave for all office staff and superintendent).

Motion _____ Second _____ Vote (____ - ____)

6. Motion to approve the Engineering Retainer Agreement with The EADS Group for 2017.

Motion _____ Second _____ Vote (____ - ____)

7. Discussion on Borough Building – Fire Department Floor.
8. Distribution of the 2017 Statement of Financial Interests Form.

ENGINEER'S REPORT

1. Reservoirs / Dams

A. J.C. Smith Reservoir Dam:

i.) Concept plan to address spillway capacity and seepage issues at the dam. Two (2) options to be submitted:

OPTION 1 - Maintain existing spillway overflow elevation (1338.1) and raise dam height to 1346.1.

OPTION 2 - Modify (lower) existing spillway overflow elevation to 1336.0 and maintain existing dam height at 1344 (original design).

Both Options: 1) Remove access road bridge and modify (widen) downstream spillway channel w/ low flow culvert/pipes and at grade access road crossing to provide capacity for peak flow; 2) Install slide gate on upstream end of outlet pipe; 3) Slipline outlet pipe with HDPE pipe.

Refining report and cost estimates.

ii.) Well Field Development - Property access status update - recent request for appraisal proposals - results. DRAFT option agreement being reviewed.

B. Annual Dam Inspections - Reports submitted to DEP in December. Field work for 2017 inspections to be scheduled for April.

2. Projects

2017 Water Line Projects (Proposed / Budgeted)

Chamberlain Street - Replace existing 6" Transite water line w/ approx. 820' of 6" PVC

Estimated Project Cost: \$161,000

(Submitted CFA Small Water and Sewer Grant application in October)

Lakewood Manor - Replace existing water lines in Lincoln Drive and Reed Blvd. w/ approx. 750' of 10" and 425' of 8" PVC (Township - Road Restoration Costs)

Estimated Project Cost: \$285,900

Will include **Forest Ave.** (Lakewood Manor) as an Alternate Bid Item.

Engineering Agreement for project - Estimated Total Engineering Fee is \$44,000 (not including Construction Inspection)

3. Miscellaneous Items -

- A. Capital Improvements Projects list and estimated costs – Updating water overlay of Municipal Authority sewer rehab. project map. Intent is to coordinate water line and sewer line upgrade work to minimize disruption in streets.
- B. Drought Contingency Plan – Revised DRAFT plan forwarded to Authority staff for review. Recommend developing new agreement with BTMA to reflect current operating and supplemental water supply conditions. (No Change)
- C. Cross Connection Control Program - WWTP site visit to review existing meter and protection devices installed. Revisions to Rules and Regulations for Authority staff review and comment.
- D. Water Service Request for Harriette Drive (RT 30W) - PADOT Highway Occupancy Permit issued. Discuss next steps - how to proceed.
- E. Chemical Feed Enclosure for WTP - Budget costs for prefab fiberglass shelters ranged from \$9,000 to almost \$16,000; quote for precast concrete structure \$17,500 (including electrical package). Costs DON'T include installation. Smaller ground level enclosures/cabinets range in cost from just over \$3,000 to almost \$7,000.
- F. EADS Operations Assistance Services - Agreement signed in November. Met w/ operators / staff December 21. Staff have been coordinating weekly site visits to become familiar with normal daily operations / sampling / testing.

NEW AUTHORITY BUSINESS:

CHAIRPERSON'S BUSINESS:

ADJOURNMENT: Motion by: _____

Next Authority Meeting ~ February 20th @ 4pm