

March 20, 2017

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

PRESENT: M. BULLINGTON, SECRETARY

_____ J. SPEICHER, CHAIRMAN _____ M. BULLINGTON, 1 ST VICE CHAIRMAN _____ T. OSTER, 2 ND VICE CHAIRMAN/TREASURER _____ L. MYERS, ASST SEC/ASST TREAS _____ S. CALHOUN, SECRETARY	_____ D. CRABTREE, AUTHORITY SOLICITOR _____ B. DIEHL, BOROUGH MANAGER _____ B. GELLER, BOROUGH SECRETARY _____ B. FOOR, WATER DEPARTMENT SUPT. _____ A. KEIRN, AUTHORITY ENGINEER
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OTHERS PRESENT: _____

CALL TO ORDER.

MINUTES OF MEETING(S): Regular February 20, 2017 Meeting.

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

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

Modifications: _____

CHECKS: February 21, 2017 through March 19, 2017

CHECKS: March 20, 2017

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

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

Modifications: _____

TREASURER’S REPORT: March 20, 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:

Michael Lamb

Topic:

Wessel & Company (2016 Audit Info)

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
- Update on Cross-Training of new employees
- Update on storage shed
- Discussion on Harriette Drive (Bradley Water Line)
- Water Break – Friday, March 17th – 127 S. Wood Street

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 9.51'.
 - The water elevation in the Todd Reservoir is below the spillway by 0.38'.
 - The Smith Reservoir is 8.48' lower than it was last year. The Todd Reservoir is 0.12' lower than it was last year.
 - In February, we recycled an average of 88,000 gpd from the filters and clarifiers back into the Todd Reservoir.
 - The average daily minimum river flows in February were approximately 55.74% of last year's flows.
 - 2017 year to date total gallons pumped from the Raystown Branch of the Juniata River = 24.879 MG. Through the end of March 2016, we pumped 39.271 MG and through the end of March 2015 we pumped 58.638 MG.
 - In February 2017, the average daily WTP production of water was .560 MGD. In February of 2016, the average daily WTP Production of water was .572 MGD.
 - 2017 year to date total precipitation = 8.82". Through the end of March 2016, we had 5.48" of precipitation and through the end of March 2015 we had 4.83" 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. *Still waiting on Dennis Tice to provide the Authority with the gallons required per minute for the proposed irrigation system.*

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4. Update on Borough Building – Fire Department Floor. Work (reinforcement of joists/crack sealant) completed on March 8th thru March 10th – Engine was able to be moved back in on Monday, March 13th – Bertha (Old 1931 American LaFrance/Antique Pumper) was swapped out and placed down at the WWTP in the bay that the Engine had been housed.
5. Update from Aaron on request letter received (on February 17th) from Attorney Brad Allison (re: Bedford Township).
6. Reminder to give Secretary Geller your 2017 Statement of Financial Interests Form.
7. Reminder - Manager Diehl will be in State College March 22nd thru March 24th – attending a PML/PELRAS Training for the Borough. Public Sector Labor Law & Personnel Management Training. Literature was provided to the Authority and Manager Diehl will commute each day.
8. Reminder - John Whitmore will be attending a training seminar in State College (thru PA Rural Water Association during their Annual Conference) – March 28-31st.
9. Chapter 110 Report – submitted on Friday, March 17th.
Water Allocation Report - currently working on and will be submitted later this week.
10. FYI - Currently waiting on finalization of new pension plan and healthcare plan prior to advertising for a heavy equipment operator/meter reader/laborer position within the Water Department.
11. Bidding of Timber was to occur – bids to be opened at March Meeting.???
12. Discussion with Water Authority on Barclay Tank – Agreement with Arnold & Smythe.
Meeting held with Don Arnold & Ann Morgan on Friday, March 10th @ 1pm

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 - Discuss appraisal report dated 2/21/2017 from Four Seasons Appraisal Services, LLC.
 - B. Annual Dam Inspections - Field work for 2017 inspections to be scheduled for April.

2. 2017 Water Line Project - Contract No. 2017-01: Lakewood Manor and Chamberlain Street Water Line Replacement

Status: Final Design approx. 90% complete - Submitted Township Road Alteration Permit and County Soil Erosion and Sedimentation Control Plan applications today.

Project Scope:

Chamberlain Street - Replace existing 6" water line w/ approx. 570' of 8" PVC and 240' of 6" PVC. Original estimated Construction Cost: \$142,315 - updated estimate is \$140,000. Note: Submitted CFA Small Water and Sewer Grant application in October 2016 - no information regarding when CFA will make decisions and award grants for this program.

Lakewood Manor - Replace existing water lines in Lincoln Drive and Reed Blvd. w/approx. 1180' of 10", 8" and 6" PVC. Original Estimated Construction Cost: \$239,400 - updated estimate is \$193,000.

Forest Ave. (Alternate Bid No. 1) - Replace existing line w/ approx. 850' of 8" PVC. Estimated Construction Cost: \$151,000.

Gephart Ave. (Alternate Bid No. 2 - Added to Project Scope) - Replace existing transite water line w/approx. 660' of 8" PVC. Estimated Construction Cost: \$67,000.

Looks like most of proposed water lines in Lincoln Drive and Reed Blvd. can be located off the edge of the roadway resulting in some roadway restoration cost savings. Discussed w/ Brad, Tom, and Jeremy after the meeting with BTMA (and later w/Barb) and agreed to revise the Project Scope to include replacement of approx. 660 l.f. of transite water line in Gephart Avenue (Lakewood Manor) as Alternate Bid No. 2. EADS to submit Amendment to Engineering Agreement w/proposed fee adjustment to include this work.

Total Estimated Construction Cost (including 10% contingency): \$551,000

Schedule: 1.) Schedule review of project / water line alignments, etc. w/Authority staff; 2.) Pending response to recently submitted permit applications and any necessary revisions, Advertise for Bids as soon as possible - originally anticipated bidding project in April.

Motion / Approval: Pending any revisions to proposed project requested by Authority and status of permit application reviews; approve final design and authorize EADS to coordinate w/Borough Manager to Advertise for Bids when project is ready.

Motion _____ Second _____ Vote (____ - ____)

3. Miscellaneous Items -

A. Capital Improvements Projects list and estimated costs – Updated 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. Working on list (inventory) of asbestos cement water lines in system that might be candidates for future replacement projects.

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Working on scope of work / proposal to prepare a water system study / long range plan for Authority's review / discussion at an upcoming meeting.

- B. Drought Contingency Plan – Revised DRAFT plan forwarded to Authority staff for review - trigger levels need to be re-evaluated to reflect current operating conditions. Recommend developing new agreement with BTMA to reflect current operating and supplemental water supply conditions. Borough Water Authority representatives met with Township Municipal Authority representatives on March 8, 2017 to discuss shared water services, interconnections, wells, agreement, etc.
- C. Cross Connection Control Program - Preparing sketch to obtain quotes for installation of backflow preventer in Borough garage at WWTP.
- 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 - Authority staff to purchase utility shelter locally (or order online) and install / modify w/assistance from E. Springer. (No Change)
- F. EADS Operations Assistance Services - Ongoing. (No Change)

NEW AUTHORITY BUSINESS:

CHAIRPERSON'S BUSINESS:

ADJOURNMENT: Motion by: _____

Next Authority Meeting ~ April 17th @ 4pm