

April 17, 2017

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

PRESENT:

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

OTHERS PRESENT: _____

CALL TO ORDER.

REORGANIZATION OF AUTHORITY:

PROPOSED AUTHORITY CHANGES:

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

Motion _____ Second _____ Vote (____ - ____)

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

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

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

Modifications: _____

CHECKS: March 21, 2017 through April 16, 2017

CHECKS: April 17, 2017

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

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

Modifications: _____

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TREASURER’S REPORT: April 17, 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:

Tom’Neil

Sale of Timber

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 to Water Weekend Schedule
- 1st Week of Water System Flushing – Tuesday, April 18th thru Friday, April 21st

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 8.00’.
 - The water elevation in the Todd Reservoir is below the spillway by 0.37’.
 - The Smith Reservoir is 6.52’ lower than it was last year. The Todd Reservoir is 0.06’ lower than it was last year.
 - In March, we recycled an average of 91,000 gpd from the filters and clarifiers back into the Todd Reservoir.
 - The average daily minimum river flows in March were approximately 178.90% of last year’s flows.
 - 2017 year to date total gallons pumped from the Raystown Branch of the Juniata River = 27.143 MG. Through the end of April 2016, we pumped 61.101 MG and through the end of April 2015 we pumped 62.779 MG.
 - In March 2017, the average daily WTP production of water was .588 MGD. In March of 2016, the average daily WTP Production of water was .535 MGD.
 - 2017 year to date total precipitation = 11.70”. Through the end of April 2016, we had 6.75” of precipitation and through the end of April 2015 we had 9.75” 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.* On Tuesday, March 28th – Dennis contacted Manager Diehl and stated that they would not be pursuing the irrigation system – however, they'd like to proceed with the water line and simply have access to (2) faucets. I spoke with Dennis and Kellie Goodman Shaffer later that day. Kellie said the Chamber is willing to allow the Borough to tap into their line at the Russell House. They officially close on the Russell House on May 17th – and Solicitor Crabtree advised me to wait until after that date for us to prepare an agreement to do so. Further details and discussion during the May 15th Authority Meeting.
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.

Motion to concur with Borough Council and Municipal Authority to continue with the reinforcements of joists/crack sealant for the fire department floor. Estimated Water Authority expense - \$8,000.

Motion _____ Second _____ Vote (____ - ____)

5. Chapter 110 Report – submitted on Friday, March 17th.
Water Allocation Report – submitted on Thursday, April 13th.
6. 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.
7. Further discussion with Water Authority on Barclay Tank – Agreement with Arnold & Smythe.
Meeting held with Don Arnold & Ann Morgan on Friday, March 10th @ 1pm.
Documents shared with Water Authority on March 27th
8. Motion to approve the HACH Service Partnership Agreement for another year (07-15-17 thru 07-14-18) – in the amount of \$2,176.00 covering the field service, instrumentation, technical phone support, software updates and on-site visits.

Motion _____ Second _____ Vote (____ - ____)

9. Request from Todd Eichelberger – requesting for the Authority to accept a letter from him (as property owner) stating that he does not want the Authority to accept any payment arrangements from his tenants. *A separate document for service could be prepared for his tenants only – stating the terms he is requesting.*
10. Reminder – Thursday, May 4th – Tour of both Water & Wastewater Treatment Plants

ENGINEER'S REPORT

1. Reservoirs / Dams

A. J.C. Smith Reservoir Dam:

- i.) DRAFT of "*Rehabilitation Alternatives Evaluation and Conceptual Plan*" dated April 2017 provided for review and comment (Narrative only, Appendices not included).
- ii.) Well Field Development - Appraisal report dated 2/21/2017 received from Four Seasons Appraisal Services, LLC; discussed during March 2017 meeting. Next step is to include offer price information in Option Agreement and send to property owner.

B. Annual Dam Inspections - Field work completed last week (April 12, 2017).

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

Status: Advertised project for Bids last week (April 12, 2017). Received review response from Township Engineer regarding Road Alteration Permit application - \$63,000 Letter of Credit security required. Received County Soil Erosion and Sedimentation Control Plan approval. Submitting PennDOT Highway Occupancy Permit application for work to remove valve on line to be abandoned in front of the Lakewood Auto and Towing.

Project Scope:

Chamberlain Street (Base Bid) - Replace existing 6" water line w/ approx. 570' of 8" PVC and 240' of 6" PVC. Note: Received letter that Authority did not receive CFA Small Water and Sewer Grant applied for October 2016.

Lakewood Manor (Base Bid) - Replace existing water lines in Lincoln Drive and Reed Blvd. w/ approx. 1180' of 10", 8" and 6" PVC.

Forest Ave. (Alternate Bid No. 1) - Replace existing line w/ approx. 850' of 8" PVC.

Gephart Ave. (Alternate Bid No. 2) - Replace existing transite water line w/ approx. 660' of 8" PVC.

Harriette Drive Service Line (Alternate Bid No. 3) - Bore 2" water line under Route 30

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

Schedule: Bid Opening - Scheduled for 11:00 AM, Tuesday, May 9, 2017

3. Miscellaneous Items -

- A. **Capital Improvements Projects list and estimated costs** – Updated water overlay of Municipal Authority sewer rehab. project map. Borough 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.

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

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- 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** - Review sketch for installation of backflow preventer in Borough garage at WWTP. Send to contractors for quotes.

- D. **Water Service Request for Harriette Drive (RT 30W)** - PADOT Highway Occupancy Permit issued. Included as Alternate Bid Item No. 3 in water line project.

- E. **Clark Water Line Extension** - Met with Richard and Clif Clark to review their plan to extend a water line to their property. Clark is proposing to install approximately 2,100+/- feet of 4" PVC from the existing 6" line at intersection of Donahue Manor Rd and Highland Drive. Intent is to turn line over to Authority for ownership/operation/maintenance. 198,900 gallons used in 2016 based on Township Municipal Authority sewer billings with potential to serve the church and electric company. Told Clark that Authority would need to approve plan. Recommend sending letter with requirements including standard specifications and construction details, line size requirement (I recommend a 6" line minimum), tap fee(s), etc. Clark to submit plan showing proposed alignment. Easements obtained for the work (church, electric company) should be in Authority's name.

- F. **WTP Operations Assistance Services** - Ongoing. (No Change)

NEW AUTHORITY BUSINESS:

CHAIRPERSON'S BUSINESS:

ADJOURNMENT: Motion by: _____

Next Authority Meeting ~ Monday, May 15th @ 4pm