

May 15, 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.

MINUTES OF MEETING(S): Regular April 17, 2017 Meeting.

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

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

Modifications: _____

CHECKS: April 18, 2017 through May 14, 2017

CHECKS: May 15, 2017

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

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

Modifications: _____

TREASURER’S REPORT: May 15, 2017

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

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

Modifications: _____

BID OPENINGS (if any):

- Timber Sale

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

Name:

Tom'Neil

Topic:

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
- Water Break – Saturday, April 29th – 400 block of W. Pitt 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 9.71'.
 - The water elevation in the Todd Reservoir is below the spillway by 0.26'.
 - The Smith Reservoir is 8.21' lower than it was last year. The Todd Reservoir is 0.02' higher than it was last year.
 - In April, we recycled an average of 75,000 gpd from the filters and clarifiers back into the Todd Reservoir.
 - The average daily minimum river flows in April were approximately 239.16% of last year's flows.
 - 2017 year to date total gallons pumped from the Raystown Branch of the Juniata River = 37.262 MG. Through the end of May 2016, we pumped 78.619 MG and through the end of May 2015 we pumped 65.895 MG.
 - In April 2017, the average daily WTP production of water was .619 MGD. In April of 2016, the average daily WTP Production of water was .542 MGD.
 - 2017 year to date total precipitation = 18.09". Through the end of May 2016, we had 9.98" of precipitation and through the end of May 2015 we had 12.31" 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 June 19th Authority Meeting.

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4. 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.
5. 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
Manager Diehl advised Mr. Arnold of the Water Authority’s decision during their 04/17 Meeting.
6. Thank you to all those who attended the Water & Wastewater Treatment Plant Tours on Thursday, May 4th –

ENGINEER’S REPORT

1. Reservoirs / Dams

A. J.C. Smith Reservoir Dam:

- i.) DRAFT of "*Rehabilitation Alternatives Evaluation and Conceptual Plan*" dated April 2017 - narrative provided during April meeting, appendices emailed separately after the meeting. **Open for discussion / questions / comments. Pending any revisions and Authority's approval, next step is to forward the report to PA DEP for review and comment.**
- ii.) Well Field Development - See revised Option Agreement prepared by Solicitor Crabtree. **Pending any revisions to the agreement, the next step is to present this to the property owner.**

B. Annual Dam Inspections - Field work completed April 12, 2017. Completion of reports tentatively scheduled for July.

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

Status: Opened Bid on Tuesday, May 9, 2017 (see below and separate *Bid Tabulation and Report*). Authority working with bank to prepare \$63,000 Letter of Credit security required by Bedford Township for Road Occupancy Permits. Received PennDOT permit for work to remove valve on line to be abandoned in front of the Lakewood Auto and Towing.

Bid Results: One bid was received by Guyer Brothers, Inc. Base Bid and Alternate Bid results are summarized below (results for PVC pipe bid - see separate *Bid Tabulation and Report* for information regarding Alternate Pipe Bids):

Base Bid (Chamberlain Street; Lakewood Manor - Lincoln Drive and Reed Blvd.)	\$305,923.50
Alternate Bid No. 1 - Forest Avenue (Lakewood Manor)	\$135,227.00
Alternate Bid No. 2 - Gephart Avenue (Lakewood Manor)	\$63,500.00
Alternate Bid No. 3 - Harriette Drive Service Line	\$6,800.00
TOTAL	\$511,450.50

Budget Status:

06.449.610 Capital Construction – Distribution System – 2017 budget included **\$545,500:**

- Groundwater Source Development Phase I – Test Wells: \$157,200
- Water Line Replacement - Chamberlain Street and Lakewood Manor Water Line Improvements: \$388,300 (construction)

Total of Base Bid + Alternate Bid Items is \$123,150.50 more than the original budgeted amount (which didn't include the alternate items).

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Recommendation:

- Award Contract to Guyer Brothers, Inc. for Base Bid and all three alternate bid items in the amount of \$511,450.50.
- Inform Mr. Bradley of cost to provide water service to property [Alternate Bid No. 3 - \$6,800.00 + \$1,967.50 Engineering Fees + (Authority Tap / Connection Fees)].
- **Discussion and Motion to award contract. Sign Contract Award documents.**

Schedule: Pending contract award, pre-construction meeting is tentatively scheduled for late June (after Authority's June meeting).

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. - NO CHANGE*
- 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. - NO CHANGE*
- C. **Cross Connection Control Program** - Met with Brad Foor and Eric Zembower at Knisely and Sons to review plan and discuss backflow prevention device installation at WWTP (inside Borough garage). E. Zembower (Knisely) to provide a proposal to install the backflow preventer.
- D. **Water Service Request for Harriette Drive (RT 30W)** - Included as Alternate Bid Item No. 3 in water line project. See above report for the water line project.
- E. **Clark Water Line Extension** - Met with Clark last month to review plan to extend water line approx. 2,100 +/- feet from Highland Drive to their property. 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. The church is interested in a tap based on recent discussions w/ former Borough Mgr. John Montgomery. **See letter to Clark from EADS dated April 21, 2017 regarding requirements for the proposed line extension.**
- F. **2016 Consumer Confidence Report** - 2016 CCR completed and provided to Borough Manager for distribution to customers.
- G. **WTP Operations Assistance Services** - Ongoing. (No Change)

NEW AUTHORITY BUSINESS:

CHAIRPERSON'S BUSINESS:

ADJOURNMENT: Motion by: _____

Next Authority Meeting ~ Monday, June 19th @ 4pm