

June 19, 2017

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

PRESENT:

_____ T. OSTER, CHAIRMAN _____ J. SPEICHER, 1 ST VICE CHAIRMAN _____ M. BULLINGTON, 2 ND VICE CHAIRMAN/TREAS. _____ 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 May 15, 2017 Meeting.

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

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

Modifications: _____

CHECKS: May 16, 2017 through June 18, 2017

CHECKS: June 19, 2017

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

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

Modifications: _____

TREASURER’S REPORT: June 19, 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:

Bob Foor

Topic:

Proposed Option Agreement

OLD AUTHORITY BUSINESS:

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SOLICITOR'S REPORT:

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WATER SUPERINTENDENT'S (Brad Foor) REPORT:

- 532-534 W. Pitt Street plumbing requirement for owner, Tammy Knavel
- ONGOING - Further discussion with Authority on Sale of Timber – Tom O'Neil
- 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 5.60'.
 - The water elevation in the Todd Reservoir is below the spillway by 0.30'.
 - The Smith Reservoir is 4.86' lower than it was last year. The Todd Reservoir is 0.06' lower than it was last year.
 - In May, we recycled an average of 62,000 gpd from the filters and clarifiers back into the Todd Reservoir.
 - The average daily minimum river flows in May were approximately 193.32% of last year's flows.
 - 2017 year to date total gallons pumped from the Raystown Branch of the Juniata River = 46.628 MG. Through the end of June 2016, we pumped 100.643 MG and through the end of June 2015 we pumped 78.733 MG.
 - In May 2017, the average daily WTP production of water was .538 MGD. In May of 2016, the average daily WTP Production of water was .497 MGD.
 - 2017 year to date total precipitation = 20.81". Through the end of June 2016, we had 14.41" of precipitation and through the end of June 2015 we had 21.86" 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 this June 19th Authority Meeting.

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. The 2016 Water Quality Report was printed – this report will be inserted into the Borough Newsletter and distributed next week. A total of 2500 was printed/folded by P/S Printing - 2100 copies of these will be mailed and the remaining amount will be bulk dropped. Thank you to Engineer Keirn for completion of this annual report.

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 - Option Agreement presented to property owner for review and further discussion.

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

A. Contract awarded to Guyer Brothers, Inc. for \$511,450.50 (Base and Alt. Bids 1, 2, and 3; PVC pipe). Received executed contract documents from contractor - Authority to sign Agreement today. Guyer Brothers, Inc. to provide Letter of Credit (see Item B below).

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

B. Township Road Alteration Permit - Jim Gonsman delivered Letter of Credit to Township's solicitor. Following up on status and Township permits. Guyer Brothers, Inc. to provide Letter of Credit to Authority for same amount.

C. Tentative Schedule:

Pre-construction Meeting: To be scheduled - This week?
Notice to Proceed: No earlier than June 26, 2017
Anticipated Start: No earlier than 6/26/17
Construction: June - September 2017 +/-

D. Construction inspection services - Estimated fee for full time inspection is \$25,000 assuming 10 weeks full time inspection required.

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. - NO CHANGE*
- D. **Water Service Request for Harriette Drive (RT 30W)** - Sent letter to property owner regarding conditions / costs related to water service installation. **Reviewing letter response dated June 5, 2017.**
- E. **Clark Water Line Extension** - Clark's engineer responded via email dated June 7, 2017. Stated they decided to install 2" line along Donahue road and state R/W to their property. **I recommend that we meet with them to discuss this plan in more detail.**
- F. **WTP Operations Assistance Services** - Ongoing. (No Change)

NEW AUTHORITY BUSINESS:

CHAIRPERSON'S BUSINESS:

ADJOURNMENT: Motion by: _____

Next Authority Meeting ~ Monday, July 17th @ 4pm