

August 21, 2017

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

**PRESENT:**

___ T. OSTER, CHAIRMAN	___ D. CRABTREE, AUTHORITY SOLICITOR
___ J. SPEICHER, 1 <sup>ST</sup> VICE CHAIRMAN	___ B. DIEHL, BOROUGH MANAGER
___ M. BULLINGTON, 2 <sup>ND</sup> 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 July 17, 2017 Meeting.

Approved As Submitted – Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote ( \_\_\_\_ - \_\_\_\_ )

Approved As Corrected – Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote ( \_\_\_\_ - \_\_\_\_ )

Modifications: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CHECKS:** July 18, 2017 through August 20, 2017

**CHECKS:** August 21, 2017

Approved As Submitted – Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote ( \_\_\_\_ - \_\_\_\_ )

Approved As Corrected – Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote ( \_\_\_\_ - \_\_\_\_ )

Modifications: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**TREASURER’S REPORT:** August 21, 2017

Approved As Submitted – Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote ( \_\_\_\_ - \_\_\_\_ )

Approved As Corrected – Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote ( \_\_\_\_ - \_\_\_\_ )

Modifications: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BID OPENINGS** (if any):

- BBWA Water Treatment Plant – Liquid Propane (LP)

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

**Name:**

**Topic:**

**OLD AUTHORITY BUSINESS:**

- 

**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

**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 0.69'.
  - The water elevation in the Todd Reservoir is below the spillway by 1.82'.
  - The Smith Reservoir is 10.58' higher than it was last year. The Todd Reservoir is 1.52' lower than it was last year.
  - In July, we recycled an average of 53,000 gpd from the filters and clarifiers back into the Todd Reservoir.
  - The average daily minimum river flows in July were approximately 436.66% of last year's flows.
  - 2017 year to date total gallons pumped from the Raystown Branch of the Juniata River = 90.110 MG. Through the end of August 2016, we pumped 122.320 MG and through the end of August 2015 we pumped 96.201 MG.
  - In July 2017, the average daily WTP production of water was .482 MGD. In July of 2016, the average daily WTP Production of water was .548 MGD.
  - 2017 year to date total precipitation = 33.38". Through the end of August 2016, we had 19.74" of precipitation and through the end of August 2015 we had 25.95" of precipitation.
3. Pool Discussion

**ENGINEER'S REPORT**

1. Reservoirs / Dams
  - A. J.C. Smith Reservoir Dam:
    - i.) **DRAFT of "Rehabilitation Alternatives Evaluation and Conceptual Plan" dated April 2017 - Pending further discussion, revisions and Authority's approval, next step is to forward the report to PA DEP for review and comment.**

ii.) Well Field Development - Contacted Casselberry and provided copy of concept plan for proposed well sites 3 and 4. Next step is to *"stake the test well sites in the field on apparent fracture-trace features with sufficient isolation distance to address DEP's Zone I Wellhead Protection Area regulations. Once the test well sites are staked, we should have a field meeting with the Borough to field view the sites and discuss the scope and schedule for the groundwater exploration work. After this is accomplished we should arrange a DEP Sanitary Survey to gain regulatory approval of the sites for exploration."*

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

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

A. Project Status - Contractor: Guyer Brothers, Inc.

Notice To Proceed – June 26, 2017

Final Payment (Completion) – November 22, 2017 (150 calendar days)

Contract Amount - \$511,450.50 (Base Bid, Alt. 1, Alt. 2, and Alt. 3)

Contract Time Elapsed (as of 8/11/17) – 51 days (34%)

Work Completed (as of 8/11/17) - \$357,429.65 (70%)

Work completed since last Authority meeting: All water lines, service lines, and related work in Lakewood Manor are complete. 2" service line at Harriette Drive (Bradley property) to be completed 8/21. Restoration work including paving to be completed.

**Payment request this month: Application #2 - for \$263,244.11**

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote ( \_\_\_\_ - \_\_\_\_ )

B. Engineering Agreement Amendment No. 1 - Design, Bidding, Construction Admin. for Gephart Ave. water line replacement; Construction Observation services (to be provided).

3. Miscellaneous Items -

A. **Capital Improvements Projects list and estimated costs** – Met with system operators on 7/14 to discuss potential water line replacements / upgrades - working on updating projects list and estimated costs - will email DRAFT to Authority staff and members prior to September meeting. Developed preliminary list (inventory) of existing asbestos cement water lines in system that might be candidates for future line upgrade / replacement projects.

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**

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- C. **Cross Connection Control Program** - Knisely (Eric Zembower) provided revised quote for backflow device / meter installation plumbing work at Borough garage ==> \$11,536.00
- D. **Clark Water Line Extension** - Met with the Clarks and their engineer on July 5. They are planning to connect to existing water line south of Highland Drive and install private water line along Donahoe Manor Road. Waiting on submission of plan and additional information from Clark and their engineer. - **NO CHANGE**
- E. **WTP Operations Assistance Services** - Ongoing.

**NEW AUTHORITY BUSINESS:**

**CHAIRPERSON'S BUSINESS:**        *Request Executive Session*

**ADJOURNMENT:** Motion by: \_\_\_\_\_

*Next Authority Meeting ~ Monday, September 18<sup>th</sup> @ 4pm*