

September 18, 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 August 21, 2017 Meeting.

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

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

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

**CHECKS:** August 22, 2017 through September 17, 2017

**CHECKS:** September 18, 2017

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

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

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

**TREASURER’S REPORT:** September 18, 2017

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

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

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

**BID OPENINGS** (if any):

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

**Name:**

**Topic:**

**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 new hire – Tanner Ripple (Laborer & Heavy Equipment Operator)
- Possible relocation of Milburn Water Line – Bedford County Fairgrounds (Race Car Hall of Fame Bldg)

**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 2.05'.
  - The water elevation in the Todd Reservoir is below the spillway by 1.45'.
  - The Smith Reservoir is 17.52' higher than it was last year. The Todd Reservoir is 0.99' lower than it was last year.
  - In August, 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 August were approximately 414.21% of last year's flows.
  - 2017 year to date total gallons pumped from the Raystown Branch of the Juniata River = 98.381 MG. Through the end of September 2016, we pumped 125.723 MG and through the end of September 2015 we pumped 97.243 MG.
  - In August 2017, the average daily WTP production of water was .427 MGD. In August of 2016, the average daily WTP Production of water was .502 MGD.
  - 2017 year to date total precipitation = 35.36". Through the end of September 2016, we had 23.05" of precipitation and through the end of September 2015 we had 28.53" of precipitation.
3. Pool Discussion – BTMA (Attached) gives a credit for sewer portion of invoice upon a written request for up to 10,000 gallons per year. Altoona does not issue credits for sewer portion of invoice for pool filling. Lock Haven does issue credits – form found on their website.
4. Discussion on changes pertaining to 'payment arrangements' on customer accounts. *Info attached.*
5. Department Overtime

6. MOTION to accept the 2018 Water Authority's Pension Plan Minimum Municipal Obligation (MMO) of \$60,355.<sup>80</sup>

*FYI: The 2017 Water Authority's Pension Plan MMO was \$57,751.<sup>93</sup>  
The 2016 Water Authority's Pension Plan MMO was \$54,718.<sup>80</sup>  
The 2015 Water Authority's Pension Plan MMO was \$52,578.<sup>42</sup>*

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

## 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. **Meeting with DEP in Harrisburg scheduled for 10:00 AM Wednesday, October 4, 2017.**

ii.) Well Field Development - Contacted Casselberry and provided copy of concept plan for proposed well sites 3 and 4. **Casselberry flagged the sites the week of September 11. Meeting scheduled for 10:00 AM Tuesday, October 3, 2017 (meet at Shed Road / power line) to conduct field view and discuss the scope and schedule for the groundwater exploration work. DEP Sanitary Survey to gain regulatory approval of the sites for exploration to be coordinated after field view.**

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 9/8/17) – 79 days (53%)

Work Completed (as of 9/8/17) - \$483,322.55 (98%)

Work completed since last Authority meeting: Restoration work including paving.

**Change Order No. 1:** : 1) Add 4" Gate Valve for connection at Chamberlain Street / Spring Street - \$887.00; 2) Install 1" HDPE Service Line in Clarion Ave. to Fayette Ave. and abandon exist. 4" ACP water line - \$5,100.00; 3) Assist Authority Crew with Pitt Street Restoration Work - \$4,461.20; 4) Final quantity adjustments to reflect actual quantities of Unit Price Bid Schedule items installed - (\$27,276.15) - **NET DEDUCT of -\$16,827.95** ==> Adjusted Contract Amount is \$494,622.55

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

**Certificate of Substantial Completion:** Date of Substantial Completion is August 25, 2017 (need Authority representative signature on Certificate)

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

**Payment request this month: Application #3 - for \$119,598.25**

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

Work Remaining: Submission of as-built and project close out documents. Balance to finish (including Change Order #1) and retainage = \$35,466.13.

- B. Engineering Agreement Amendment No. 1 - Design, Bidding, Construction Admin. for Gephart Ave. water line replacement and coordination to include Harriette Drive service line work as Alternate Bid Items (Estimated Fee - \$4,000.00); Construction Observation services (Estimated Fee - \$25,000.00).

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

3. Miscellaneous Items -

- A. **Capital Improvements Projects list and estimated costs** – DRAFT copy of updated project list with cost estimates provided for review and discussion in preparation for 2018 budget.
- 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** - Knisely provided quote for backflow device / meter installation plumbing work at Borough garage ==> \$11,536.00. **Reviewing quote provided by Mervac on 9/15 - Site visit to review scope scheduled for 10:00 AM Wednesday, September 20; waiting on quote from Guyer Brothers, Inc.**
- 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 plan submission and additional information from Clark and their engineer. **Sent follow up email to Clark's engineer on 8/24; he responded saying they would submit plans "tomorrow or Monday at the latest" but haven't heard anything since then.**
- E. **WTP Operations Assistance Services** - Ongoing.

September 18, 2017

**NEW AUTHORITY BUSINESS:**

**CHAIRPERSON'S BUSINESS:**

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

*Next Authority Meeting ~ Monday, October 16, 2017 @ 4pm*