

**THE MUNICIPAL AUTHORITY OF THE BOROUGH OF BEDFORD  
MONTHLY MEETING AGENDA  
11:00 A.M.**

**PRESENT:**

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|---|--|
| ___ LARRY JOHNSON, CHAIRMAN                                   | ___ BARB DIEHL, BOROUGH MANAGER            |
| ___ MICHAEL TAYLOR, 1 <sup>ST</sup> VICE CHAIRMAN             | ___ BEVERLY GELLER, BOROUGH SECRETARY      |
| ___ CHRIS BULLINGTON, 2 <sup>ND</sup> VICE CHAIRMAN/TREASURER | ___ DEAN CRABTREE, AUTHORITY SOLICITOR     |
| ___ AARON BERKEBILE, SECRETARY                                | ___ GREGG GRACE, WASTEWATER SUPERINTENDENT |
| ___ SCOTT MOXLEY, ASST. SECRETARY/ASST. TREASURER             | ___ TIM COOPER, AUTHORITY ENGINEER         |
|   | ___ JOHN CLABAUGH, AUTHORITY ENGINEER      |

**OTHERS PRESENT:**

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**CALL TO ORDER.**

**MINUTES OF MEETING(S):** Regular September 19, 2017 Meeting

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

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

Modifications:

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**CHECKS:** September 19, 2017 through October 17, 2017

To approve the following list of checks paid from the Borough of Bedford's Fund-08 Sewer Account, as well as the list of unpaid Municipal Authority Fund-10 Account Invoices.

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

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

Modifications:

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**TREASURER’S REPORT:** October 17, 2017 Treasurer Report and Requisition #10 (2017) *to transfer \$55,588.<sup>00</sup> from Fund 10 into Fund 08 Checking Account at First National Bank.*

To approve the Treasurer’s Report.

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

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

Modifications:

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**BID OPENINGS** (if any):

**VISITORS RECOGNIZED:**

NAME:

TOPIC:

**OLD AUTHORITY BUSINESS:**

- Discussion on Agreement with Bedford Township Municipal Authority
  - Initial ‘Mark-up’ of Agreement is being worked on (Michael Taylor and Manager Diehl) – to be sent to Engineer Cooper and Solicitor Crabtree for further comments, suggestions.

**SOLICITOR’S REPORT:**

**BOROUGH MANAGER’S REPORT:**

- Claim Discussion – MABB v. Fidelity & Deposit Company of Maryland & Howard Robson, Inc.
- 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 was found on their website.

*During the November meeting, I’d like to present a new Swimming Pool Policy (to be presented in your packets). The Water Authority’s approved documentation would be used for readings, confirmation, etc.*

- I will be working on the 2018 Proposed Budget over the next two (2) months. Review of the budget will occur at the November 21<sup>st</sup> meeting and then it will need to be adopted at the December 19<sup>th</sup> Authority Meeting.
- Update on Conference Call held with Lee Stinnett. Manger Diehl and Authority Members Larry Johnson and Michael Taylor were present for the call.
- *Request Executive Session to discuss Personnel Issues.*

**SUPERINTENDENT’S REPORT:**

1. Annual meter calibrations were done on Monday, October 16th.
2. The new SCADA system is mostly all installed. Some minor work remains. The system is working well, though I expect a few minor issues will need resolved and can be expected considering the complexity of the system.
3. The NPDES permit required annual WETT test analysis was sent to DEP. The test looked good.
4. BHS science class tours of the plant are scheduled for next Monday, October 23rd and Tuesday, October 24th.
5. Some of the old SCADA equipment that was replaced may be able to be sold if there is a market for it. It mainly consists of used plc modules.
6. The two generator fuel tanks should be filled before winter and the boiler tank should be filled also.
7. *Update on John Flick and Caleb Wagoner’s testing from September 19<sup>th</sup>.*

**ENGINEER'S REPORT:**

**1. SCADA SYSTEM REPLACEMENT**

- Cambria Systems has been on site over the last couple of weeks installing the equipment and the work should be complete very soon.

**2. HIGHLAND DRIVE SANITARY SEWER REPLACEMENT**

- D.J. Wisor has completed the short list of items that needed to be addressed. We are still withholding \$5,000 until they submit a final pay request. The Authority may want to consider approving the release of the final retainage so they can be paid when they submit the proper paperwork, and we would not need to wait until next month's meeting.

**3. 2017 SANITARY SEWER REPLACEMENT PROJECT**

- D. J. Wisor & Sons are nearing completion the paving and restoration on Wood, East, Bedford and Vondersmith between Penn & John Streets. Basically, only the paving overlay of Vondersmith is remaining and we are waiting for notification from New Enterprise Stone & Lime as to when that will be completed. We have received Pay Estimate No. 3 in the amount of \$29,842.83 for the Authority's approval.

**4. CONSENT ORDER & AGREEMENT (COA)/ CSO REMOVAL PROJECT**

- We are continuing to work on our preliminary surveying and design. We have been doing quite a bit of investigation work with our internal televising equipment to verify locations of existing sewer lines and connections. There are some areas where Borough personnel will be needed to assist with traffic control so we can access the system.

**5. BEDFORD TOWNSHIP PUMP STATION METERING PROJECT**

- The Bedford Township Municipal Authority has completed the planning for the Old Bedford Village pump station capacity increase and it has been submitted to DEP for approval. We are finished with the design and permit applications for the project, which includes a mag meter, and will to submit permit applications as soon as the planning is approved.

- The mag meter at the Leach pump station was installed last month and we should start seeing data from the Township soon.

**6. BTMA AREA 4 CAMP SUNSHINE**

- The Camp Sunshine project opened bids on September 20<sup>th</sup> and Guyer Brothers was the low bidder. The PENNVEST loans are scheduled to close on November 16<sup>th</sup>. It is likely the project will get underway before the end of the year.

- For reference, below is the proposed timeline we previously discussed:

<b><u>Task</u></b>	<b><u>Projected Completion Date</u></b>
Begin Project Design	February 1, 2018
Submit Permit Applications	February 1, 2019
Complete Final Plan Revisions & Specs	May 1, 2019
Receive DEP Approval of Permits	June 1, 2019
Receive Approval of PennDOT HOP	July 1, 2019
Submit PENNVEST Funding Application	August 1, 2019*
Complete Acquisition of Easements	September 15, 2019*

October 17, 2017

Receive PENNVEST Funding Offer	October 31, 2019*
Advertise for Construction Bids	January 1, 2020*
Open Construction Bids	February 15, 2020*
Award Contract for Construction	March 15, 2020*
PENNVEST Loan Closing	April 15, 2020*
Issue Notice to Proceed for Construction	April 30, 2020*
Complete Construction of Phase 1 Improvements	July 30, 2021*
Complete Flow Metering to Determine if Sufficient Flow Removed to Abandon CSO	February 28, 2022*
Develop and Implement Plan for Testing of Private Laterals in CSO Tributary Area	April 30, 2022*
Complete Private Lateral Repairs	November 30, 2022*
Abandon CSO	December 31, 2022*

\*- Projected Completion Dates are based on the assumed DEP Approval date provided and can be adjusted based on the actual permit approval date.

**NEW AUTHORITY BUSINESS:**

**CHAIRPERSON'S BUSINESS:**

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

***Next Authority Meeting ~ Tuesday, November 21, 2017 @ 11am***