

Bedford Borough Water Authority

The Bedford Borough Water Authority met on the above date with the following Authority Members present, Randall Mellott, Thomas Oster, Jeremy Speicher and Matt Bullington. Borough Manager Barbara Diehl, Borough Secretary Beverly Geller, Water Department Superintendent Brad Foor, Engineers Aaron Keirn, P.E. and Patrick Mulcahy, P.E. were also present. Solicitor Dean Crabtree was absent.

Sarah Calhoun was in attendance.

Motion was made by Mr. Speicher, seconded by Mr. Bullington, to approve the Minutes of the November 21, 2016 Regular Meeting. Motion carried by unanimous vote (4-0).

Motion was made by Mr. Bullington, seconded by Mr. Speicher, to approve the list of checks from November 22, 2016 through December 18, 2016. Motion carried by unanimous vote (4-0).

Motion was made by Mr. Oster, seconded by Mr. Bullington, approving the December 19, 2016 Treasurer's Report. Motion carried by unanimous vote (4-0).

Keith Vasas, EADS Group, shared that he was available if the Authority had any concerns with service provided by The EADS Group, Inc.

Mr. Foor shared the following:

- ONGOING - Further discussion with Authority on Sale of Timber – Tom O'Neil
- ONGOING - Discussion on meter pit for WWTP – *backflow preventer needs to go above ground (maintenance building could be a potential place for it or install a new enclosure device) – more details to follow. Budgeted Expense in 2016 – Quote from Guyer Brothers (\$30,400) Aaron spoke with John Clabaugh (Engineer for MABB) – he will provide Aaron with as-built drawings which show the piping/plumbing and where protection devices were installed. Once received, Aaron and I will review and arrange a site visit to see what may be required.*
- Update on Cross-Training of new employees

Manager Diehl shared the most recent Water System Report data available:

- The water elevation in the Smith Reservoir is below the spillway by 6.13'.
- The water elevation in the Todd Reservoir is below the spillway by 3.07'.
- The Smith Reservoir is 3.83' lower than it was last year. The Todd Reservoir is 2.99' higher than it was last year.
- In November, we recycled an average of 71,000 gpd from the filters and clarifiers back into the Todd Reservoir.
- The average daily minimum river flows in November were approximately 76.52% of last year's flows.
- 2016 year to date total gallons pumped from the Raystown Branch of the Juniata River = 210.215 MG. Through the end of December 2015, we pumped 174.343 MG and through the end of December 2014 we pumped 134.669 MG.
- In November 2016, the average daily WTP production of water was .444 MGD. In November of 2015, the average daily WTP Production of water was .374 MGD.

- 2016 year to date total precipitation = 28.29". Through the end of December 2015, we had 36.76" of precipitation and through the end of December 2014 we had 30.91" of precipitation.

Authority Members discussed the Three-Party Agreement request from Marcia Kay Fisher (104 E Penn Street) that was tabled at the November 21, 2016 meeting. Ms. Fisher asked 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" is working with a landscape architect and is raising funds to install the irrigation system. Connecting to the service line of Ms. Fisher would save boring under the street. Suggestions prior to moving forward with the installation of the line include: seeking the amount of water that may be used from Dennis Tice, metering the water, installation of a backflow preventer, billing the Borough for water usage and watering in the event of a drought. Manager Diehl will ask Dennis Tice to attend an upcoming meeting to provide additional information on the proposed irrigation system.

Manager Diehl distributed the 2017 Budget Book.

Motion was made by Mr. Speicher, seconded by Mr. Oster, to adopt Resolution 2-2016, which amends "Attachment "D" Schedule of Rates and Fees" of the Authority's Rules and Regulations, that increases the rate per 1,000 gallons of water used by three (3.0%) percent or from \$11.85 to \$12.20. The increase will take effect for customer usage for the first (1<sup>st</sup>) quarter in 2017. The annual three (3.0%) percent increase was agreed upon in 2007. Additionally, changing Article IV (Article 4) – Section 4.01 to reference the NSF charged when a check is returned and changing Article V (Article 5) – Section 5.02 to reference current labor rates to be used when a consumer requests that a water meter be tested for accuracy. Motion was carried by unanimous vote (4-0).

Motion was made by Mr. Bullington, seconded by Mr. Speicher, to adopt the 2017 Budget. Motion was carried by unanimous vote (4-0).

Manager Diehl requested an Executive Session at the end of the meeting to discuss personnel matters.

## **ENGINEER'S REPORT**

### **1. Reservoirs / Dams**

#### **A. J.C. Smith Reservoir Dam:**

- i.) Completing concept plan to address spillway capacity and seepage issues at the dam.
- ii.) Well Field Development - Property access status update - recent request for appraisal proposals. DRAFT option agreement being reviewed.

#### **B. Annual Dam Inspections - Report completed and ready for submission to DEP this week.**

2. Projects

2017 Water Line Projects (Proposed / Budgeted)

**Chamberlain Street** - Replace existing 6" Transite water line w/ approx. 820' of 6" PVC  
Estimated Project Cost: \$161,000 (Submitted CFA Small Water and Sewer Grant application in October)

**Lakewood Manor** - Replace existing water lines in Lincoln Drive and Reed Blvd. w/ approx. 750' of 10" and 425' of 8" PVC (Township - Road Restoration Costs)

Estimated Project Cost: \$285,900

Estimated Total Engineering Fee for both projects is about \$44,000 (not including Construction Inspection)

3. Miscellaneous Items -

- A. Capital Improvements Projects list and estimated costs – Updating water overlay of Municipal Authority sewer rehab. project map. Intent is to coordinate water line and sewer line upgrade work to minimize disruption in streets.
- B. Drought Contingency Plan – Revised DRAFT plan forwarded to Authority staff for review. Recommend developing new agreement with BTMA to reflect current operating and supplemental water supply conditions. (No Change)
- C. Cross Connection Control Program - Coordinate site visit to WWTP with Authority staff to review existing meter and protection devices installed. Revisions to Rules and Regulations for Authority staff review and comment. (No Change)
- D. Water Service Request for Harriette Drive (RT 30W) - Authority authorized EADS to submit PADOT Highway Occupancy Permit application for Rt 30 crossing. Application submitted on December 13.
- E. Chemical Feed Enclosure for WTP - Budget costs for prefab fiberglass shelters ranged from \$9,000 to almost \$16,000; quote for precast concrete structure \$17,500 (including electrical package). Wood framed utility / storage structures not a good option due to hazard rating of chemical.
- F. EADS Operations Assistance Services - Agreement signed in November. Initial meeting w/ operators / staff scheduled for Wednesday, December 21.

Motion was made by Mr. Bullington, seconded by Mr. Speicher, to combine the Chamberlain and Lakewood Manor projects for a larger project. Motion was carried by unanimous vote (4-0).

Authority members asked Mr. Keirn to get pricing for a prefab fiberglass wired and vented structure for a Chemical Feed Enclosure.

Mr. Mulcahy shared that he plans on helping John Whitmore register for testing for Water Treatment Plant Operator. He feels strongly that Mr. Whitmore will pass the test with no issues. Mr. Mulcahy will work with Nick Arnold for acquiring his Water Distribution license and then towards his Water Treatment Plant Operations.

Water Authority exited into Executive Session at 5:02 pm to discuss personnel matters.

December 19, 2016

Water Authority exited Executive Session at 5:19 p.m. Motion was made by Mr. Speicher, seconded by Mr. Oster, to post the position of Water Department Service Person/Meter Reader. Motion was carried by unanimous vote (4-0).

There being no further business, a motion to adjourn was made and carried at 5:20 p.m.