

Bedford Borough Water Authority

The Bedford Borough Water Authority met on the above date with the following Authority Members present, Thomas Oster, Jeremy Speicher, Matt Bullington, Larry Myers and Sarah Calhoun. Borough Manager Barbara Diehl, Borough Secretary Beverly Geller, Water Department Superintendent Brad Foor, Solicitor Dean Crabtree and Engineer Aaron Keirn, P.E. were also present.

Motion was made by Mr. Myers, seconded by Mrs. Calhoun, to approve the Minutes of the April 17, 2017 Regular Meeting. Motion carried by unanimous vote (5-0).

Motion was made by Mr. Speicher, seconded by Mr. Bullington, to approve the list of checks from April 18, 2017 through May 15, 2017. Motion carried by unanimous vote (5-0).

Motion was made by Mrs. Calhoun, seconded by Mr. Bullington, approving the May 15, 2017 Treasurer's Report. Motion carried by unanimous vote (5-0).

Three bids were received by Tom O'Neal in response to the Notice of Timber Sale for Block # 1, the 63.5-acre tract. The low bidder was Blue Triangle Hardwoods of Everett, PA with a bid of \$70,000.00. Blue Triangle requested that if their bid be accepted that they pay half of the bid up-front with the remainder paid prior to the start of the project.

Brad Foor stepped out of the meeting at 4:08 pm to try to contact Mr. O'Neal to verify the percentage or fee charged by Mr. O'Neal for mapping, marking the trees and arranging the timber sale.

Motion was made by Mr. Myers, seconded by Mr. Speicher, to award the project to Blue Triangle Hardwoods contingent upon Mr. O'Neal's percentage of the sale is 10% or less. Motion was carried by unanimous vote (5-0).

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

- The water elevation in the Smith Reservoir is below the spillway by 9.71'.
- The water elevation in the Todd Reservoir is below the spillway by 0.26'.
- The Smith Reservoir is 8.21' lower than it was last year. The Todd Reservoir is 0.02' higher than it was last year.
- In April, we recycled an average of 75,000 gpd from the filters and clarifiers back into the Todd Reservoir.
- The average daily minimum river flows in April were approximately 239.16% of last year's flows.
- 2017 year to date total gallons pumped from the Raystown Branch of the Juniata River = 37.262 MG. Through the end of May 2016, we pumped 78.619 MG and through the end of May 2015 we pumped 65.895 MG.
- In April 2017, the average daily WTP production of water was .619 MGD. In April of 2016, the average daily WTP Production of water was .542 MGD.
- 2017 year to date total precipitation = 18.09". Through the end of May 2016, we had 9.98" of precipitation and through the end of May 2015 we had 12.31" 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. The Three-Party Agreement request from Marcia Kay Fisher is 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. On Tuesday, March 28th – Mr. Tice 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. Manager Diehl spoke with Mr. Tice and Kellie Goodman Shaffer on March 28th. Mrs. Goodman-Shaffer noted the Chamber is willing to allow the Borough to tap into their line at the Russell House. The Chamber of Commerce officially finalizes the purchase of the Russell House on May 17th. Solicitor Crabtree advised that the Water Authority should wait until after the closing date to prepare an agreement. Further details and discussion is planned for the June 19th Authority Meeting

Manager Diehl shared that she is waiting on finalization of the new pension plan and healthcare plan prior to advertising for a heavy equipment operator/meter reader/laborer position within the Water Department.

Brad Foor returned to the meeting at 4:11 pm. Mr. Foor was unable to contact Mr. O'Neal.

Manager Diehl followed up on the meeting with Don Arnold and Ann Morgan on Friday, March 10th. Brad Foor was also present at the meeting. Mr. Arnold and Mrs. Morgan are trying to sell four lots along the right of way to the Barclay Tank and are asking that the Authority use an alternative route to access their tank. Manager Diehl shared with Mr. Arnold on April 17, 2017 that the Authority would like to continue the current agreement. Solicitor Crabtree shared that the Water Authority has the right to use the existing right of way unless the road (Hickory) would be constructed as detailed on the plan.

Manager Diehl thanked the individuals who attended the tours of the Water and Wastewater Treatment Plants on Thursday, May 14, 2017.

Mr. Foor shared the following:

- ONGOING - Further discussion with Authority on Sale of Timber – Tom O'Neal
- Update on Cross-Training of new employees
- Water Break – Saturday, April 29th – 400 block of W Pitt Street. 100,000 gallons were lost during the water break. The repair took 18 hours. Jack hammer and saw attachments are available for the skid steer. If those 2 pieces of equipment were available for this water break, seven and a half (7- ½) hours could have been eliminated from the repair.

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. ----- Authority Members discussed several options. Mr. Keirn stressed 2 key factors were the spillway capacity and stability.

- ii.) Well Field Development - See revised Option Agreement prepared by Solicitor Crabtree. **Pending any revisions to the agreement, the next step is to present this to the property owner.** ---- Aaron Keirn, Brad Foor, Barbara Diehl and Tom Oster will present the Agreement to Mr. Foor.

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

Status: Opened Bid on Tuesday, May 9, 2017 (see below and separate *Bid Tabulation and Report*). Authority working with bank to prepare \$63,000 Letter of Credit security required by Bedford Township for Road Occupancy Permits. Received PennDOT permit for work to remove valve on line to be abandoned in front of the Lakewood Auto and Towing.

Bid Results: One bid was received by Guyer Brothers, Inc. Base Bid and Alternate Bid results are summarized below (results for PVC pipe bid - see separate *Bid Tabulation and Report* for information regarding Alternate Pipe Bids):

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

Budget Status:

06.449.610 Capital Construction – Distribution System – 2017 budget included **\$545,500:**

- Groundwater Source Development Phase I – Test Wells: \$157,200
- Water Line Replacement - Chamberlain Street and Lakewood Manor Water Line Improvements: \$388,300 (construction)

Total of Base Bid + Alternate Bid Items is \$123,150.50 more than the original budgeted amount (which didn't include the alternate items).

Recommendation:

- Award Contract to Guyer Brothers, Inc. for Base Bid and all three alternate bid items in the amount of \$511,450.50.
- Inform Mr. Bradley of cost to provide water service to property [Alternate Bid No. 3 - \$6,800.00 + \$1,967.50 Engineering Fees + (Authority Tap / Connection Fees)].
- **Discussion and Motion to award contract. Sign Contract Award documents.**

Schedule: Pending contract award, pre-construction meeting is tentatively scheduled for late June (after Authority's June meeting).

Motion was made by Mr. Myers, seconded by Mrs. Calhoun, to award the contract to Guyer Brothers contingent upon a 60-day waiting period. The waiting period would provide Mr. Bradley time to respond to the offer of extending water service to his property at Harriette Drive. Motion was carried by unanimous vote (5-0).

Motion was made by Mr. Myers, seconded by Mr. Bullington, to offer water service to the David Bradley properties at Harriette Drive at a cost not to exceed \$10,000.00. The funds would need paid and held in an escrow account prior to the start of the project. Motion was carried by unanimous vote (5-0).

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.
- D. **Water Service Request for Harriette Drive (RT 30W)** - Included as Alternate Bid Item No. 3 in water line project. See above report for the water line project.
- E. **Clark Water Line Extension** - Met with Clark last month to review plan to extend water line approx. 2,100 +/- feet from Highland Drive to their property. Intent is to turn line over to Authority for ownership/operation/maintenance. 198,900 gallons used in 2016 based on Township Municipal Authority sewer billings. The church is interested in a tap based on recent discussions w/ former Borough Mgr. John Montgomery. **See letter to Clark from EADS dated April 21, 2017 regarding requirements for the proposed line extension.**

May 15, 2017

- F. **2016 Consumer Confidence Report** - 2016 CCR completed and provided to Borough Manager for distribution to customers.
- G. **WTP Operations Assistance Services** - Ongoing. (No Change)

The interconnection agreements with the Bedford Township Municipal Authority were discussed. Mr. Keirn shared that two of the interconnections have very specific agreements and two have non-specific agreements. Manager Diehl will meet with BTMA representatives, Amy Melius and Jake Hoover, to discuss the agreements.

There being no further business, a motion to adjourn was made and carried at 5:27 p.m.