

Bedford Borough Water Authority

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

Motion was made by Mr. Bullington, seconded by Mr. Speicher, to approve the Minutes of the May 15, 2017 Regular Meeting. Motion carried by unanimous vote (3-0).

Motion was made by Mr. Speicher, seconded by Mr. Bullington, to approve the list of checks from May 16, 2017 through June 19, 2017. Motion carried by unanimous vote (3-0).

Motion was made by Mr. Bullington, seconded by Mr. Speicher, approving the June 19, 2017 Treasurer's Report. Motion carried by unanimous vote (3-0).

Visitor Bob Foor was present and commented that he was advised to accept and sign the proposed Option Agreement with the Bedford Borough Water Authority. Mr. Foor signed the Option Agreement that Manager Diehl handed to him and immediately following his signature, the agreement was handed to Chairman Thomas Oster to sign as well. Keith Vasas from the EADS Group signed as 'witness' to Mr. Foor's signature. Manager Diehl commented that she would have the document signed by Secretary Hizer the following day and then a copy of the complete signed Option Agreement would be sent or delivered to Mr. Foor along with a check in the amount of \$5,000.00. Mr. Foor left the meeting immediately following the signing of this document.

Mr. Foor shared the following:

- 532-534 W. Pitt Street plumbing requirement for owner, Tammy Knavel. The Authority advised Mr. Foor to schedule a meeting with Ms. Knavel to further discuss.
- ONGOING - Further discussion with Authority on Sale of Timber – Tom O'Neil
- 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 5.60'.
- The water elevation in the Todd Reservoir is below the spillway by 0.30'.
- The Smith Reservoir is 4.86' lower than it was last year. The Todd Reservoir is 0.06' lower than it was last year.
- In May, 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 May were approximately 193.32% of last year's flows.
- 2017 year to date total gallons pumped from the Raystown Branch of the Juniata River = 46.628 MG. Through the end of June 2016, we pumped 100.643 MG and through the end of June 2015 we pumped 78.733 MG.

- In May 2017, the average daily WTP production of water was .538 MGD. In May of 2016, the average daily WTP Production of water was .497 MGD.
- 2017 year to date total precipitation = 20.81". Through the end of June 2016, we had 14.41" of precipitation and through the end of June 2015 we had 21.86" of precipitation.

Authority Members tabled the Three-Party Agreement request from Marcia Kay Fisher (104 E. Penn Street) until the July 17th 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. The Authority advised Manager Diehl to move forward with advertisement of the new position.

Manager Diehl shared that the 2016 Water Quality Report was printed and will be inserted into the Borough Newsletter and distributed the week of June 26th. A total of 2500 was printed/folded by P/S Printing - 2100 copies of these will be mailed and the remaining amount will be bulk dropped. Manager Diehl expressed her appreciation to Engineer Keirn for completion of this annual report.

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.** The Authority tabled any further discussion to the July 17th Meeting.
- ii.) Well Field Development - Option Agreement presented to property owner for review and further discussion.

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

A. Contract awarded to Guyer Brothers, Inc. for \$511,450.50 (Base and Alt. Bids 1, 2, and 3; PVC pipe). Received executed contract documents from contractor - Authority to sign Agreement today. Guyer Brothers, Inc. to provide Letter of Credit (see Item B below).

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

B. Township Road Alteration Permit - Jim Gonsman delivered Letter of Credit to Township's solicitor. Following up on status and Township permits. Guyer Brothers, Inc. to provide Letter of Credit to Authority for same amount.

C. Tentative Schedule:

Pre-construction Meeting:	To be scheduled - This week?
Notice to Proceed:	No earlier than June 26, 2017
Anticipated Start	No earlier than 6/26/17
Construction	June - September 2017 +/-

D. Construction inspection services - Estimated fee for full time inspection is \$25,000 assuming 10 weeks full time inspection required.

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. - NO CHANGE*

- D. **Water Service Request for Harriette Drive (RT 30W)** - Sent letter to property owner regarding conditions / costs related to water service installation. **Reviewing letter response dated June 5, 2017.**
- E. **Clark Water Line Extension** - Clark's engineer responded via email dated June 7, 2017. Stated they decided to install 2" line along Donahue road and state R/W to their property. **I recommend that we meet with them to discuss this plan in more detail.** The Authority advised Engineer Keirn to schedule a meeting with Cliff Clark to request the installation of a 6" line to be installed instead of the 2" line as stated above.
- F. **WTP Operations Assistance Services** - Ongoing. (No Change)

There being no further business, a motion to adjourn was made and carried at 4:59 p.m.