

Bedford Borough Water Authority

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

Motion was made by Mr. Myers, seconded by Mrs. Calhoun, to approve the Minutes of the August 21, 2017 Regular Meeting. Motion carried by unanimous vote (3-0).

Motion was made by Mrs. Calhoun, seconded by Mr. Myers, to approve the list of checks from August 22, 2017 through September 17, 2017. Motion carried by unanimous vote (3-0).

Authority Member Matt Bullington arrived at 4:09 pm.

Motion was made by Mrs. Calhoun, seconded by Mr. Myers, approving the September 18, 2017 Treasurer's Report. Motion carried by unanimous vote (4-0).

Superintendent Foor shared the following:

- ONGOING - Further discussion with Authority on Sale of Timber – Tom O'Neil – cutting will start closer to winter
- Update on Cross - Training of new employees – Testing on Sept 19th at the Bedford Elks for Sewer Distribution (Tanner Ripple) and Water Distribution (Nick Arnold)
- 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)

Manager Diehl shared the most recent Water System Report 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.

Manager Diehl shared additional data on the discussion of issuing credit for the sewer portion of utility billing for individuals who fill their pools using water from the Authority. The policy for BTMA was distributed. BTMA 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.

Manager Diehl initiated discussion on payment arrangements. Misty Hizer presented payment plan options and recommendations. Currently from the first day of billing to shut off for non-payment, customers have 52 days to pay. For the 1st quarter 2017, 18 people requested payment arrangements and for the 2nd quarter of 2017, 24 people requested payment arrangements. Several of the customers request an extension each quarter, no matter the dollar amount of the invoice.

Manager Diehl addressed Water Department Overtime. It was noted by Superintendent Foor that Tanner Ripple will be added to the weekend rotation in a few months and OT should decrease.

Motion was made by Mr. Bullington, seconded by Mrs. Calhoun, to accept the 2018 Water Authority's Pension Plan Minimum Municipal Obligation (MMO) of \$60,355.80. Motion was carried by unanimous vote (4-0).

Motion was made by Mr. Bullington, seconded by Mr. Myers, to adopt Resolution 2017-02 to approve the amendment of the Non-Uniform Municipal Pension Plan administered by PMRS. Motion was carried by unanimous vote (4-0).

Motion was made by Mrs. Calhoun, seconded by Mr. Bullington, to adopt Resolution 2017-03 to approve the establishment of a Cash Balance Municipal Pension Plan for Non-Uniform Personnel administered by PMRS. Motion was carried by unanimous vote (4-0).

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 was made by Mr. Myers, seconded by Mr. Bullington, to approve Change Order No. 1 and the adjusted contract amount of \$494,622.55. Motion was carried by unanimous vote (4-0).

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

Motion was made by Mr. Myers, seconded by Mrs. Calhoun, to sign and date the Certificate of Substantial Completion. The one-year warranty starts from the date of signing the document. Motion was carried by unanimous vote (4-0).

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

Motion was made by Mr. Myers, seconded by Mr. Bullington, to approve payment of Application # 3 in the amount of \$119,598.25. Motion was carried by unanimous vote (4-0).

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 was made by Mr. Bullington, seconded by Mrs. Calhoun to approve the Engineering Agreement Amendment #1. Motion was carried by unanimous vote (4-0).

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.

Brian Bloom, EADS Group, reported that he was at the WTP on August 29, 2017 and Pat Mulcahy was at the Treatment Plant on September 12, 2017. He noted that the leak detection is a huge savings that can be seen in reduced flows. He is working to find cheaper chemical prices for the WTP.

There being no further business, a motion to adjourn was made and carried at 5:41 p.m.