

**BEDFORD BOROUGH WATER AUTHORITY  
MONTHLY MEETING AGENDA  
4:00 P.M.**

**PRESENT:**

- |  |  |
|--|--|
| <p>____ R. MELLOTT, CHAIRMAN</p> <p>____ G. MARTELL, 1<sup>st</sup> VICE CHAIRMAN</p> <p>____ T. OSTER, 2<sup>nd</sup> VICE CHAIRMAN/TREASURER</p> <p>____ J. SPEICHER, SECRETARY</p> <p>____ M. BULLINGTON, ASST SEC/ASST TREAS</p> | <p>____ D. CRABTREE, AUTHORITY SOLICITOR</p> <p>____ B. DIEHL, BOROUGH MANAGER</p> <p>____ B. GELLER, BOROUGH SECRETARY</p> <p>____ B. FOOR, WATER DEPARTMENT SUPT.</p> <p>____ A. KEIRN, AUTHORITY ENGINEER</p> |
|--|--|

OTHERS PRESENT: \_\_\_\_\_  
\_\_\_\_\_

**CALL TO ORDER.**

**MINUTES OF MEETING(S):** Regular June 20, 2016 Meeting.

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

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

Modifications: \_\_\_\_\_  
\_\_\_\_\_

**CHECKS:** June 20, 2016 through July 17, 2016

**CHECKS:** July 18, 2016

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

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

Modifications: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**TREASURER’S REPORT:** July 18, 2016

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

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

Modifications: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BID OPENINGS** (if any):

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**VISITORS RECOGNIZED: 3 TO 5 MINUTES SPEAKING TIME PER VISITOR/TOPIC.**

**Name:**

**Topic:**

Tom O’Neal

Presentation of Report to Authority  
(Re: Sale of Timber on Borough Property)

**OLD AUTHORITY BUSINESS:**

- Update on removal of dam (request of Borough Council).
  - PA One Call sent from SMAI on 05-18-16 -- Council requested SMAI to perform a cost estimate

**SOLICITOR’S REPORT:**

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**WATER SUPERINTENDENT’S (Brad Foor) REPORT:**

- ONGOING - Further discussion with Authority on Sale of Timber –
  - *Tom O’Neil called on June 24<sup>th</sup> to advise that he is planning to attend July Meeting. Our timber would go for a better sale price this fall. Perhaps a couple of ‘sale blocks of timber’ would be possible.*
- 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 attached from Guyer Brothers (\$30,400.)*
- *Update on Ash Lawn Drive – work being done by Guyer Brothers*
- *Update on Water Project – Division Street Water Line Replacement*

**BOROUGH MANAGER’S REPORT:**

1. Distribute Monthly Budget Report – January (Prior Year’s), April (Jan. – Mar.), July (Jan. – June), & October (Jan. – Sept.)
2. Water System Report – most recent data available:
  - The water elevation in the Smith Reservoir is below the spillway by 3.15’.
  - The water elevation in the Todd Reservoir is below the spillway by 0.33’.
  - The Smith Reservoir is 2.83’ lower than it was last year. The Todd Reservoir is 0.13’ higher than it was last year.
  - In June, we recycled an average of 49,000 gpd from the filters and clarifiers back into the Todd Reservoir.
  - The average daily minimum river flows in June were approximately 82.05% of last year’s flows.
  - 2016 year to date total gallons pumped from the Raystown Branch of the Juniata River = 110.755 MG. Through the end of July 2015 we pumped 91.473 MG and through the end of July 2014 we pumped 43.917 MG.
  - In June 2016, the average daily WTP production of water was .497 MGD. In June of 2015, the average daily WTP Production of water was .402 MGD.
  - 2016 year to date total precipitation = 14.87”. Through the end of July 2015 we had 24.18” of precipitation and through the end of July 2014 we had 21.39” of precipitation.
3. Motion to authorize bidding of Liquid Propane Gas for the Water Treatment Plant and Wolfsburg Pump Station.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote ( \_\_\_\_\_ - \_\_\_\_\_ )

- 4. On Tuesday, July 19<sup>th</sup> – I will issue a Press Release asking customers to voluntarily conserve water. This request will assist with the requirements within our Drought Contingency Plan & Water Allocation Permit. (Sample of Press Release attached).
- 5. Personnel & Contract Negotiations – ***Request Executive Session.***

**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. Preliminary spillway capacity analysis information submitted to DEP with 2015 annual dam inspection report. **(No Change)**
    - ii.) Well Field Development - Discuss quotes for appraisals.
  - B. Annual Dam Inspections - Field work completed April 20, 2016.

2. Projects

**Contract No. 2015-01: Division Street Water Line Replacement - Guyer Brothers, Inc.**

Project Status

Notice To Proceed:	May 31, 2016
Final Payment (Completion):	October 27, 2016 (150 calendar days)
Contract Amount:	\$465,045.50 (Base and Alt. Bid #1 using PVC pipe)
Contract Time Elapsed:	As of 7/8/16 – 38 days (25%)
Work Completed:	As of 7/8/16 - \$ 249,415.30 (54%)
Retainage:	5% (\$12,470.77)
Amount to Finish:	\$215,630.20

Work completed since last Authority meeting: Service line installation, reconnect water service lines to new water mains, abandon existing water lines, restoration work started.

[Note: Guyer's bid included \$141,152 for restoration items including paving work.]

**Payment request this month: Application #2 - for \$ 67,435.39**

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote ( \_\_\_\_ - \_\_\_\_ )

- 3. Miscellaneous Items -
  - A. Capital Improvements Projects list and estimated costs – Review and update as part of 2017 Budget preparation.
  - 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. Todd Water Storage Tank Maintenance - Need to test system to evaluate plant operations while the Todd Tank is out of service. Consider installation of mixing system to help reduce Disinfection By-Product (DBP) formation in the tank. **(No Change)**
- D. Cross Connection Control Program - Working on draft revisions to Rules and Regulations for Authority staff review and comment. Quote from Guyer Brothers, Inc. for installation of meter and backflow preventer for \$30,400 (not including meter, backflow preventer, and enclosure materials (about \$9,900 - \$10,600 additional)).

**NEW AUTHORITY BUSINESS:**

**CHAIRPERSON'S BUSINESS:**

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

*Next Authority Meeting ~ Monday, August 15<sup>th</sup> @ 4pm*