

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

PRESENT:

<p>____ R. MELLOTT, CHAIRMAN</p> <p>____ G. MARTELL, 1st VICE CHAIRMAN</p> <p>____ T. OSTER, 2nd 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>
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OTHERS PRESENT: _____

CALL TO ORDER.

MINUTES OF MEETING(S): Regular July 18, 2016 Meeting.

Approved As Submitted – Motion _____ Second _____ Vote (____ - ____)

Approved As Corrected – Motion _____ Second _____ Vote (____ - ____)

Modifications: _____

CHECKS: July 18, 2016 through August 14, 2016

CHECKS: August 15, 2016

Approved As Submitted – Motion _____ Second _____ Vote (____ - ____)

Approved As Corrected – Motion _____ Second _____ Vote (____ - ____)

Modifications: _____

TREASURER’S REPORT: August 15, 2016

Approved As Submitted – Motion _____ Second _____ Vote (____ - ____)

Approved As Corrected – Motion _____ Second _____ Vote (____ - ____)

Modifications: _____

BID OPENINGS (if any):

- Liquid Propane Gas for WTP & Wolfsburg Pump Station

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

Name:

Topic:

OLD AUTHORITY BUSINESS:

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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 24th but was unable to attend the 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 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 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 8.79'.
 - The water elevation in the Todd Reservoir is below the spillway by 0.30'.
 - The Smith Reservoir is 5.86' lower than it was last year. The Todd Reservoir is 1.19' higher than it was last year.
 - In July, we recycled an average of 52,000 gpd from the filters and clarifiers back into the Todd Reservoir.
 - The average daily minimum river flows in July were approximately 19.95% of last year's flows.
 - 2016 year to date total gallons pumped from the Raystown Branch of the Juniata River = 120.407 MG. Through the end of August 2015 we pumped 96.201 MG and through the end of August 2014 we pumped 60.679 MG.
 - In July 2016, the average daily WTP production of water was .548 MGD. In July of 2015, the average daily WTP Production of water was .415 MGD.
 - 2016 year to date total precipitation = 17.66". Through the end of August 2015 we had 25.95" of precipitation and through the end of August 2014 we had 23.00" of precipitation.
3. On Tuesday, July 19th – we issued a Press Release asking customers to voluntarily conserve water. This request assisted with the requirements within our Drought Contingency Plan & Water Allocation Permit. (Sample of Press Release sent to Authority Members).

- 4. The Water Authority’s CD (currently at Hometown Bank) in the amount of \$256,280.66 will mature on 09/09/16. After calling around for rates, the best CD rate is 0.60% and is recommended to be renewed again at Hometown Bank. *Interest earned during the 2015-2016 period was \$1,536.88.*

Motion _____ Second _____ Vote (____ - ____)

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 - Using \$2,200 per acre based on the current appraised land values of the properties (\$122,000 / \$2,169.69 per acre; \$134,000 / \$1,983.33 per acre) and an estimated 26 acres that might be needed to develop two (2) wells (assuming both are productive and it is feasible to use both wells), an estimated value of the land to start with is about \$57,200.

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 8/5/16 – 66 days (44%)
Work Completed:	As of 8/5/16 - \$ 293,002.80 (63%)
Retainage:	5% (\$14,650.14)
Amount to Finish:	\$186,692.84

Work completed since last Authority meeting: Restoration work, paving.

Payment request this month: Application #3 – for \$41,408.12

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 - Discussed quote from Guyer Brothers, Inc. for installation of meter and backflow preventer with Municipal Authority's engineer. Will coordinate with Authority staff to

2016-08-15

review as-built drawings for wastewater plant showing protection devices installed and arrange site visit to further evaluate what may be required. Working on draft revisions to Rules and Regulations for Authority staff review and comment.

NEW AUTHORITY BUSINESS:

CHAIRPERSON'S BUSINESS:

ADJOURNMENT: Motion by: _____

Next Authority Meeting ~ Monday, September 19th @ 4pm