

Bedford Borough Water Authority

The Bedford Borough Water Authority met on the above date with the following Authority Members present, Randall Mellott, Thomas Oster and Jeremy Speicher. Borough Manager Barbara Diehl, Borough Secretary Beverly Geller, Water Department Superintendent Jim Housel, Assistant Water Department Superintendent Brad Foor and Engineer Aaron Keirn, P.E., were also present. Authority Members Greg Martell and Solicitor Dean Crabtree were absent. Matt Bullington arrived at 4:56 pm.

Motion was made by Mr. Oster, seconded by Mr. Speicher, to approve the Minutes of the February 15, 2016 regular Meeting after a correction is made changing the name to John Zembower from John Zimmerman. Motion carried by unanimous vote (3-0).

Motion was made by Mr. Speicher, seconded by Mr. Oster, to approve the list of checks from February 15 through March 20, 2016. Motion carried by unanimous vote (3-0).

Motion was made by Mr. Oster, seconded by Mr. Speicher, approving the March 21, 2016 Treasurer's Report. Motion carried by unanimous vote (3-0).

John Zembower, along with Bob Fleetwood and Dave Flurie, approached the Water Authority about taking over the private water line along Ash Lawn Drive. Mr. Zembower noted that most residents were not aware that the water line was private until letters were sent in regards to a leak on the line. Mr. Zembower is asking that the Water Authority take over the line. The Water Authority agreed to further explore the request.

Tom O'Neal spoke to the Water Authority about their property in regards to timber and property management. He spoke about invasive plants, mature trees, animal habitats and endangered species. He noted around the Reservoir at the Fairgrounds and the Smith Reservoir there were mature tree stands. He noted that the property should be managed including removing some of the lesser value trees and managing the property to regenerate the desirable species of trees. Mr. O'Neal noted that a timber inventory would be a good first step and then the Authority could determine if they wanted to do a timber sale. The Water authority asked Mr. O'Neal to submit a proposal.

Mr. Housel shared the updated Cross Training Report.

Mr. Foor shared the following:

- Meters were read beginning March 14th – finishing up this week (training new employees)
- Water Break on a dead end line – Brian Derabasse Property – Friday, February 19th
- Fire – S. Richard Street – Saturday, February 20th – 2 hydrants are out of service due to the fire and need replaced.

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

- The water elevation in the Smith Reservoir is below the spillway by 1.03'.
- The water elevation in the Todd Reservoir is below the spillway by 0.26'.
- The Smith Reservoir is 0.94' lower than it was last year. The Todd Reservoir is 0.30' lower than it was last year.
- In February, we recycled an average of 57,000 gpd from the filters and clarifiers back into the Todd Reservoir.

- The average daily minimum river flows in February were approximately 398.08% of last year's flows.
- 2016 year to date total gallons pumped from the Raystown Branch of the Juniata River = 37.023 MG. Through the end of March 2015 we pumped 58.638 MG and through the end of March 2014 we pumped 28.611 MG.
- In February 2016, the average daily WTP production of water was .572 MGD. In February of 2015, the average daily WTP Production of water was .502 MGD.
- 2016 year to date total precipitation = 5.10". Through the end of March 2015 we had 4.83" of precipitation and through the end of March 2014 we had 3.85" of precipitation.

Manager Diehl advised Authority members of the following:

- Updated the Authority on the Severn Trent visit to the WTP on Tuesday, March 1.
- Update on 2015 Audit being done by Wessel & Company.
- Update on utility software conversion from InHANCE to MUNILINK – Go-Live day is scheduled for mid-April.
- Update on the PML Training (March 16th through March 18th) in State College.
- Contract Negotiations – Mr. Oster and Mr. Speicher will attend the next Council Workshop.
- Chapter 110 Report – currently working on report which will be submitted later this week.
- Currently working on Water Allocation Permit (due April 27th) with additional input and information from Aaron Keirn, Jim Housel and Brad Foor.
- Have (2) individuals interested in Water Authority.
 - Sean T. Bardell, ABR, SRS, Broker/Owner - PA State Certified Appraiser
 - Howard Hanna Bardell Realty - 121 East Penn Street
 - Pamela (Miller) Anderson – 231 E. Watson Street
 - Former Federal Employee – relocated back to Bedford

Mr. Bullington arrived at 4:56 pm.

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 annual dam inspection report.
- ii.) Well Field Development - Reviewing and plotting additional deeds for properties near proposed well sites #3 and #4 (Township Building / Shed Road area).

B. Annual Dam Inspections - Field work will be tentatively scheduled for April 2016.

2. Projects

A. Division Street Water Line Replacement

- 1) Bids opened on February 26, 2016. Guyer Brothers, Inc. is the low bidder (see attached Bid Results; Bid Report submitted separately).

Summary – Contract 2015-01

	Guyer Brothers, Inc.	Excavating Associates, Inc.
Base Bid	\$370,775.00	\$429,799.00
Alternate Bid No. 1	94,270.50	\$103,794.00
Total (PVC Pipe)	\$465,045.50	\$533,593.00
Alternate Pipe Bid for Base Bid	\$27,895.00	\$25,820.00
Alternate Pipe Bid for Alternate Bid No. 1	6,300.00	\$5,880.00
Alternate Pipe Bid Subtotal	\$34,195.00	\$31,700.00
Total (DIP)	\$499,240.50	\$565,293.00

- 2) Township Road Alteration Permit - Financial Security requirements update.
- 3) Contract Award - Recommend awarding contract to Guyer Brothers, Inc. Discussion, motion / approval by Board.
Motion was made by Mr. Oster, seconded by Mr. Speicher, to accept the Guyer Brothers bid of \$465,045.50. Motion carried by unanimous vote (4-0).
- 4) Tentative Schedule:

Award Construction Contract	Monday, March 21, 2016 (Regular Meeting)
Notice To Proceed	April 2016 (pending schedule discussion w/ contractor)
Construction	April - September 2016 (allow 150 days)
- 5) Discuss construction inspection services - Full time inspection estimated budget amount was \$35,000.

3. Miscellaneous Items -
 - A. Capital Improvements Projects list and estimated costs – Review again in 2016?
 - 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 - Staff reviewing WTP process control adjustments to increase chlorine contact time. 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. Copy of preliminary plan for meter and backflow preventer installation at WWTP provided in November for Authority staff to review. **(No Change)**

The Water Authority went into Executive Session at 5:17 pm.

The Water Authority exited Executive Session at 5:50 pm.

There being no further business, a motion to adjourn was made and carried at 5:50 p.m.