October 17, 2016

Bedford Borough Water Authority

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

Motion was made by Mr. Bullington, seconded by Mr. Speicher, to approve the Minutes of the September 19, 2016 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 September 19 through October 16, 2016. Motion carried by unanimous vote (3-0).

Motion was made by Mr. Bullington, seconded by Mr. Speicher, approving the October 17, 2016 Treasurer's Report. Motion carried by unanimous vote (3-0).

Tom O'Neil presented a brief plan to the Water Authority outlining goals and objectives to manage the timber on Water Authority property. Mr. O'Neal stressed that water quality is the main objective but the plan also included dealing with invasive plants and maintenance and regeneration of timber.

Mr. Foor shared the following:

- ONGOING - Further discussion with Authority on Sale of Timber – Tom O'Neil
- 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
- Update on Cross-Training of new employees
- Status of current water drought situation – (Mandatory Water Conservation Notice)
- Water Break on 09/08/16 & 09/09/16 – 1 Lincoln Drive
- Water Break on 09/21/16 – 400 N. George Street

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

- The water elevation in the Smith Reservoir is below the spillway by 11.90'.
- The water elevation in the Todd Reservoir is below the spillway by 4.44'.
- The Smith Reservoir is 9.49' lower than it was last year. The Todd Reservoir is 0.39' higher than it was last year.
- In September, we recycled an average of 48,000 gpd from the filters and clarifiers back into the Todd Reservoir.
- The average daily minimum river flows in September were approximately 150.60% of last year's flows.

- 2016 year to date total gallons pumped from the Raystown Branch of the Juniata River = 147.230 MG. Through the end of October 2015, we pumped 133.885 MG and through the end of October 2014 we pumped 84.538 MG.
- In September 2016, the average daily WTP production of water was .355 MGD. In September of 2015, the average daily WTP Production of water was .273 MGD.
- 2016 year to date total precipitation = 24.41". Through the end of October 2015, we had 31.73" of precipitation and through the end of October 2014 we had 26.90" of precipitation.

Manager Diehl reminded Authority members that she will begin working on the 2017 Budgets. The Authority will be discussing the proposed budget at our November 21st meeting (as well as the annual three (3.0%) percent increase which was agreed upon several years ago) and then the 2017 Budget will need to be officially adopted at our December 19th meeting.

After discussion, the Authority members tabled action on the quote from Guyer Brothers to extend water service along Harriette Drive (Route 30W) to the David Bradley property. The quote was – proposal for directional drilling of service ($17,250.00) and proposal for open cut installation of service ($18,900.00).

Motion was made by Mr. Speicher, seconded by Mr. Bullington, to adopt Resolution 01-2016 – authorizing the Chairman and Vice Chairman as the officials to execute all documents pertaining to submitting an application to the PA Small Water and Sewer Program in the amount of $136,850.00 from the Commonwealth Financing Authority to be used for the Chamberlain Street Water Line Replacement Project. Motion carried by unanimous vote (3-0).

After discussion, the Authority members tabled the Agreement request of Marcia Kay Fisher of 104 E Penn Street for a release of any responsibility prior to her meter if a water line is teed off her service line for an irrigation system for the Public Square housing the Veteran's Monument. "The League of Pretty Good Guys" are working with a landscape architect and are raising funds to install the irrigation system. Connecting to the service line of Ms. Fisher would save boring under the street.

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 – To be discussed during Executive Session.
   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 10/17/16 – 139 days (93%)
Work Completed:	As of 10/17/16 - $ 373,435.45 (80%)
Retainage:	5% ($18,671.77)
Amount to Finish:	$91,610.05 (To be deducted – Change Order)

   Work completed since last Authority meeting: Punch List items, project close-out documentation.

   Payment request this month: <u>None</u>

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. Cross Connection Control Program - Coordinating with Authority staff to review as-built drawings for wastewater plant showing existing meter and protection devices installed and to schedule site visit. Working on draft revisions to Rules and Regulations for Authority staff review and comment.
   D. Water Service Request for Harriette Drive (RT 30W)
   E. Chemical Feed Enclosure for WTP
   F. PA Small Water and Sewer Grant application – Chamberlain Street Water Line Replacement

Water Authority exited into Executive Session with Bob Foor in attendance to discuss land acquisition at 4:34 p.m.

Water Authority exited Executive Session at 5:23 p.m.

There being no further business, a motion to adjourn was made and carried at 5:23 p.m.