

Bedford Borough Water Authority

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

Sarah Calhoun and Larry Myers were in attendance.

Motion was made by Mr. Bullington, seconded by Mr. Speicher, to approve the Minutes of the October 17, 2016 regular Meeting. Motion carried by unanimous vote (5-0).

Motion was made by Mr. Oster, seconded by Mr. Martell, to approve the list of checks from October 18 through November 21, 2016. Motion carried by unanimous vote (5-0).

Motion was made by Mr. Speicher, seconded by Mr. Martell, approving the November 21, 2016 Treasurer's Report. Motion carried by unanimous vote (5-0).

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 – John Whitmore has passed tests to proceed toward Water Treatment Plant Operator Licensing; Tanner Ripple (Street Dept.) doing a good job in backhoe at water breaks
- Status of current water drought situation – (Mandatory Water Conservation Notice) – Cancelled 11/17/16
- Water Break on 10/10/16 – 5008 Forest Avenue
- Water Break on 10/18/16 – Corner of North & N. Thomas
- Water Break on 10/21/16 – Railroad Street
- Water Break on 10/25/16 – Barclay Street
- Water Break on 11/10/16 – 414 S. Richard Street
- Water Break on 11/17/16 – Concord Drive
- Year to date --- 23 Water Breaks
- Borough stopped purchasing Township Water 11/14/16

Motion was made by Mr. Speicher, seconded by Mr. Oster, to have Mr. Foor reach out to Tom O'Neal seeking a suggestion to start the process of advertising a select cut timber sale. Motion was passed by unanimous vote (5-0).

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

- The water elevation in the Smith Reservoir is below the spillway by 6.52'.
- The water elevation in the Todd Reservoir is below the spillway by 4.63'.

- The Smith Reservoir is 6.03' lower than it was last year. The Todd Reservoir is 1.30' higher than it was last year.
- In October, we recycled an average of 47,000 gpd from the filters and clarifiers back into the Todd Reservoir.
- The average daily minimum river flows in October were approximately 72.48% of last year's flows.
- 2016 year to date total gallons pumped from the Raystown Branch of the Juniata River = 186.257 MG. Through the end of November 2015, we pumped 154.076 MG and through the end of November 2014 we pumped 107.74 MG.
- In October 2016, the average daily WTP production of water was .383 MGD. In October of 2015, the average daily WTP Production of water was .351 MGD.
- 2016 year to date total precipitation = 25.08". Through the end of November 2015, we had 33.40" of precipitation and through the end of November 2014 we had 28.50" of precipitation.

Manager Diehl reminded the Water Authority they were invited along with Borough Council & the Municipal Authority to a dinner on Wednesday, December 14th at 4:30pm at Bad Boyz Bistro. This holiday dinner will hopefully give Council, the Authorities, Solicitor, Engineers (EADS & SMAI) and the employees the opportunity to gather as one and enjoy the fellowship.

After further discussion on the Three-Party Agreement request from Marcia Kay Fisher (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. The Authority tabled the request for an additional month.

Manager Diehl distributed the 2017 Water Weekend – Holiday Work Schedule for employees and noted that the 2017 Meeting Schedule would be included in the 2017 Budget Book.

After discussion, about extending water service along Harriette Drive (Route 30W) to the David Bradley property, Authority agreed to provide service if costs are shared by Mr. Bradley. There are several factors to consider – Highway Occupancy Permit from PennDot (possibly \$30,000.00), boring under Route 30 quotes of directional drilling of service (\$17,250.00) or open cut installation of service (\$18,900.00) and if additional properties would like to hook onto the water system. Motion was made by Mr. Oster, seconded by Mr. Martell, to approach PennDOT for approval to go under Route 30 and put together reasonable costs for the project including asking Mr. Bradley to pay for the curb box, the tap fee and any water line required over 20 feet. Motion was carried by unanimous vote (5-0).

Manager Diehl requested an Executive Session at the end of the meeting to discuss union negotiations and provide a WTP Operations RFP update.

Motion was made by Mr. Speicher, seconded by Mr. Bullington, to accept the Operator Assistance Services Proposal from The EADS Group. Motion was carried by unanimous vote (5-0).

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 - Property access status update.
- B. Annual Dam Inspections - Working on report for submission to DEP.

2. Projects

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

Project Closeout / Final Payment Request:

- Certificate of Substantial Completion - August 15, 2016 (Need Chairman's Signature)
- Received As-Built Drawings from contractor
- Received the following signed closeout documents: Contractor's Affidavit of Release of Liens, Contractor's Affidavit of Payment of Debts and Claims, Consent of Surety to Final Payment
- Engineer's Notice of Acceptability of Work dated November 21, 2016

Motion was made by Mr. Martell, seconded by Mr. Bullington, to approve Change Order No.1 – Quantity Adjustments (Net Contract Deduct of \$91,610.05) and the final payment request (Application #5) - for \$18,671.77. Motion was carried by unanimous vote (5-0).

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. (No Change)
- D. Water Service Request for Harriette Drive (RT 30W) - continue discussion from October meeting.
- E. Chemical Feed Enclosure for WTP - See 2017 budget information. Estimated cost \$16,000. Budget costs for prefab fiberglass shelters ranged from \$9,000 to almost \$16,000; currently looking at prefab wood framed utility / storage structures (have to add electric, plumbing, etc.).
- F. EADS Operations Assistance Services Proposal - discuss questions, status.

Manager Diehl shared the proposed 2017 Budget with Authority Members. No changes were proposed by Authority Members at the meeting. Manager Diehl requested the Authority forward any concerns prior to the December 19th meeting so the Budget could be adjusted if necessary.

Water Authority exited into Executive Session at 5:38 pm to discuss union negotiations and the WTP Operations RFP.

Water Authority exited Executive Session at 6:02 p.m.

There being no further business, a motion to adjourn was made and carried at 6:03 p.m.