

January 19, 2016

## MUNICIPAL AUTHORITY MINUTES

The Municipal Authority of the Borough of Bedford met at 11:00 a.m. on the above date with Members Larry Johnson, Aaron Berkebile, Michael Taylor, Chris Bullington and Scott Moxley present. Wastewater Superintendent Gregg Grace, Borough Manager Barbara Diehl, Borough Secretary Beverly Geller and Timothy Cooper, P.E. of Stiffler, McGraw & Associates, Inc. Solicitor Dean Crabtree arrived at 11:01 am. Absent was John Clabaugh, P.E.

Meeting went into Executive Session, with Tim Cooper and Gregg Grace excusing themselves from the room, for an update on litigation.

Executive Session ended at 11:57 am. Mr. Cooper and Mr. Grace rejoined the meeting.

Motion by Mr. Moxley, seconded by Mr. Bullington, to approve the Minutes of the December 15, 2015 regular meeting. Motion approved by unanimous vote (5-0).

Motion by Mr. Berkebile, seconded by Mr. Moxley, to approve the list of checks from December 15, 2015 to January 18, 2016 that were paid from the Borough of Bedford's Fund-08 Sewer Account and the Municipal Authority's Fund-10 Account as well as the list of unpaid Municipal Authority Fund -10 Account Invoices. Motion approved by unanimous vote (5-0).

Motion by Mr. Berkebile, seconded by Mr. Bullington, to approve the January 19, 2016 Treasurer's Report and Requisition #1-2016 to transfer \$85,378.75 from Fund 10 into Fund 08 Checking Account at First National Bank. Motion approved by unanimous vote (5-0).

Mr. Taylor noted that at the February meeting he would like to discuss a Resolution to add tapping fees for new customers of the Bedford Township Municipal Authority.

Manager Diehl shared that on December 29, 2015 she received a letter from Mike McClain from Stiffler McGraw & Associates regarding the 2015 Data Request for the Chapter 94 Report. Manager Diehl will work with Gregg Grace to provide the necessary information needed for this report to be completed by Mr. McClain.

Manager Diehl distributed the annual Statement of Financial Interests forms and the Boroughs' Employee Telephone Listing.

Manager Diehl updated Authority Members on the Utility Service Conversion to MUNILINK and the 2015 Audit Process with Wessel & Company.

Motion was made by Mr. Taylor, seconded by Mr. Moxley, to pay the M & T Bank Loan off (Loan Account Number #xxxxxxx18) in the amount of \$63,231.76 which reflects the balance as of January 1, 2016. Motion approved by unanimous vote (5-0).

Motion was made by Mr. Berkebile, seconded by Mr. Bullington, to advertise, interview and hire for the part-time Assistant Borough Secretary position. Motion approved by unanimous vote (5-0).

SUPERINTENDENT'S REPORT:

1. Plant is operating ok.
2. Severn Trent tour was held on January 14.
3. Caleb Wagoner, our new employee, is working out great.
4. I will file the annual sludge reports for EPA and DEP shortly. Everything is good.
5. I will be filing the Annual Stormwater Inspection Report with DEP shortly. This is for our three plant surface drainage areas. Everything looks good.

Gregg Grace provided the Authority with a list of outstanding items that need completed prior to DEP returning to inspect the Wastewater Treatment Plant. DEP approval is necessary for the release of PennVest funds. Motion was made by Mr. Bullington, seconded by Mr. Berkebile, to approve the installation of a mixer timer by Waltower Enterprises at the cost of \$837.00. Motion approved by unanimous vote (5-0).

ENGINEER'S REPORT

**1. WASTEWATER TREATMENT PLANT**

- There are no new issues from our perspective regarding the lawsuit.

**2. CONSENT ORDER & AGREEMENT (COA)/ I & I STUDY**

- We are still working on analyzing the data from the first round of metering. We will use that information to select locations for additional metering to be performed in the Spring.
- We have completed internal televising of the sanitary sewers we noted during our smoke testing and based on the results of the initial flow metering.
- Manhole inventories have been completed on most of the system with the exception of areas where the most recent projects have been constructed. We do not intend to do any more inventories on these areas.
- Observation of flows in individual sewer laterals will be completed in the spring when groundwater levels are higher.
- Based on the initial flowmeter results it appears the Highland Drive area would be a good selection for a project in 2016. If the Authority wishes to proceed with this project in 2016 the authorization to proceed with design should be issued soon.

Motion was made by Mr. Taylor, seconded by Mr. Berkebile, to grant Engineer Cooper approval to proceed with the design for the Highland Drive project. Motion approved by unanimous vote (5-0).

Mr. Moxley left the meeting at 12:35 pm due to another commitment.

Motion was made by Mr. Bullington, seconded by Mr. Berkebile, to approve renewal of membership in PMAA. Motion approved by unanimous vote (4-0).

Manager Diehl noted that DBI wanted to attend the MABB meeting in February and ask that the dam at the east end of town be removed. Engineer Cooper recommended that the

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line be plugged on each side and that it would be in MABB's best interest to remove the dam at some point with further input from the Water Authority and further discussion by MABB. Manager Diehl noted that other entities (Water Authority, PennDot) may have utility lines located near the dam. Motion was made by Mr. Berkebile, seconded by Mr. Taylor, to plug the line on each side of the dam for now (if not already done). Motion approved by unanimous vote (4-0).

There being no further business, a motion to adjourn was made at 12:44 pm.