

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, Chris Bullington and Scott Moxley present. Borough Manager Barbara Diehl, Borough Secretary Beverly Geller, Wastewater Superintendent Gregg Grace and Timothy Cooper, P.E, of Stiffler, McGraw & Associates, Inc. were also present. Absent were Authority Members Michael Taylor and Aaron Berkebile along with Solicitor Dean Crabtree and Timothy Cooper, P.E.

Motion by Mr. Bullington, seconded by Mr. Moxley, to approve the Minutes of the regular July 19, 2016, the Special Meeting of August 10, 2016 and the Special Meeting on August 25, 2016. Motion approved by unanimous vote (3-0).

Motion by Mr. Moxley, seconded by Mr. Bullington, to approve the list of checks from July 20, 2016 through September 20, 2016 that were paid from the Borough of Bedford's Fund 08 Sewer Account as well as the list of unpaid Municipal Authority Fund 10 Account Invoices. Motion approved by unanimous vote (3-0).

Motion by Mr. Moxley, seconded by Mr. Bullington, to approve the August 16, 2016 and September 20, 2016 Treasurer's Reports. Motion approved by unanimous vote (3-0).

Michael Lamb of Wessel & Co. presented the Financial Statements as of December 31, 2015.

Manager Diehl shared a brief claim discussion from Lee Stinnett– MABB v. Fidelity & Deposit Company of Maryland & Howard Robson, Inc.

Manager Diehl shared an update on BTMA Payments:

- 1st Payment received from BTMA (for Kennametal) on July 3rd - \$41,815.84
- 2nd Payment received from BTMA (for Kennametal) on July 8th - \$41,815.84
- Payment received from BTMA (for Walmart Distribution) on July 8th - \$45,157.30
- 3rd Payment received from BTMA (for Kennametal) on August 8th - \$41,815.84
- 4th Payment received from BTMA (for Kennametal) on September 8th - \$41,815.84

Manager Diehl reminded Authority members of the Meeting with BTMA scheduled for Wednesday, September 21st at 8am for Denny's Restaurant.

Manager Diehl noted that discussion on the meter pit for the WWTP is ongoing– *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. BBWA received quote (attached) from Guyer Brothers ~ \$30,400 (not including meter, backflow preventer, and enclosure materials {about \$9,900 - \$10,600 additional}). Engineer Aaron Keirn (BBWA) will reach out to Mr. Grace and Engineer Clabaugh (MABB) to further discuss.*

Motion was made by Mr. Bullington, seconded by Mr. Moxley, to approve the quote from Real Painting, Inc. of Monroeville, PA to pain the UV Room at the Wastewater Treatment Plant.

September 20, 2016

Motion was made by Mr. Moxley, seconded by Mr. Bullington, to accept the 2015 Financial Statements prepared by Wessel & Company. Motion approved by unanimous vote (3-0).

Manager Diehl shared the DEP letter received on September 19th (Re: Implementation Schedule). Engineer Cooper shared that the next step would be planning a consultation with PENNVEST, preferably prior to the end of 2016.

Manager Diehl shared information on the Bedford Borough Pension Plan. The Sewer Authority's 2017 Municipal Obligation (MMO) of \$28,532.63. The Borough's Minimum Municipal Obligation (MMO) of \$22,868.25 for a total of \$51,400.88. (*The Sewer Authority's 2016 Municipal Obligation (MMO) of \$23,432.21. The Borough's Minimum Municipal Obligation (MMO) of \$16,037.68 for a total of \$39,469.89.*)

Manager Diehl shared that during the creation of the website Misty found some items that need clarification:

- ✓ Current Sewer Rates- Need resolution
- ✓ 2nd Penalty: Currently authorized at .5%, but we are charging 2%. Revise to authorize 2%
- ✓ NSF Fee: No NSF or bank fee authorized. Need to authorize \$25 fee, plus actual bank charge (FNB currently charges \$12.00). There may need to be some permissive language added that if an NSF fee and bank charge is assessed on the water side, that an additional NSF fee/bank charge will not be added to the sewer side. I think the NSF authorization on the MABB side would only apply if it were a sewer customer only.

Motion was made by Mr. Bullington, seconded by Mr. Moxley, granting permission for Manager Diehl to correct the items. Motion was carried by unanimous vote (3-0).

SUPERINTENDENT'S REPORT:

1. The annual DEP inspections for the Plant and CSO were held September 1st. Everything is fine, no problems.
2. Real Painting wishes to wait until the Authority approves Phase II (the actual painting) before commencing the UV paint work. They are anticipating starting the first week of October. Providing approval is given at the September 20th meeting.
3. Due to the Plant effluent ammonia tests being over our permit for May and June, DEP has requested a letter be sent describing the cause and correction taken to prevent recurrence. I will draft the response. The Plant has been within permit for all parameters since then.
4. The annual DEP permit required WETT tests were conducted the week of September 12. The tests were normal, so I would anticipate good results. We will not know the laboratory results until October.

5. John continues to do well in the lab and Caleb is working on his operator training course and doing a good job around the plant.

ENGINEER'S REPORT

1. WASTEWATER TREATMENT PLANT

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

2. HIGHLAND DRIVE SANITARY SEWER REPLACEMENT

- We are nearly complete with all of necessary contract documents and will be in position to issue a Notice to Proceed in the next week. We will not do so until we are certain that all easements have been secured. We will probably schedule a Pre-Construction Meeting next week.
- We will need authorization from the Authority for Stiffler McGraw to provide a full-time inspector during construction. Motion was made by Mr. Bullington, seconded by Mr. Moxley, to approve the full-time inspector provided by Stiffler McGraw. Motion was approved by unanimous vote (3-0).

3. CONSENT ORDER & AGREEMENT (COA)/ I & I STUDY

- The Authority chose to complete a project on only those areas that are tributary to the CSO and areas that discharge to the system immediately downstream of the CSO within the first 5 years. Then perform additional metering to verify removal of I/I before abandoning the CSO. Over the next 10 to 15 years, budget for a project of approximately \$200,000 per year to address the remaining areas.
- I spoke with Sunil Desai, the DEP Engineer reviewing the report, last week and he indicated that he was going to recommend approval of our plan and implementation schedule. He did not know if the Department would make an amendment to the Consent Order & Agreement to include the new implementation schedule.
- It will be necessary to ask the Bedford Township Municipal Authority to continue to work toward elimination of I/I in their system as well and Sunil Desai agreed with that. I shared the information in the report with BTMA at their last meeting so they are aware of the situation. Tomorrow's meeting may be a good time to discuss the installation of permanent meters on at least the two areas coming from the north that were identified in the report. The Borough and Township will also need to continue to be diligent in enforcing the removal of any deficiencies found on private properties that discharge into the system.

**Implementation Schedule
Municipal Authority of the Borough of Bedford
2015/2016 Inflow/Infiltration Investigation**

| <u>Task</u> | <u>Projected Completion Date</u> |
|--|---|
| Execution of COA | January 26, 2015 |
| Submit Plan to DEP for Investigating I/I | February 26, 2015 |
| Receive DEP Approval of Plan | April 30, 2015 |
| Complete Manhole Inventory | June 30, 2015 |
| Complete Smoke Testing | August 30, 2015 |
| Install Meters for 1st Round | September 15, 2015 |
| Remove Meters | November 30, 2015 |
| Complete Analysis of Flows Recorded and Select Additional Meter Locations | January 15, 2016 |
| Install Meters for 2nd Round | February 15, 2016 |
| Complete Televising Selected Areas | March 30, 2016 |
| Remove Meters | April 30, 2016 |
| Complete Wet Weather Observations | May 30, 2016 |
| Complete Report & Present to Authority | June 30, 2016 |
| Authority Approval of Report Recommendations and Submittal to DEP | July 30, 2016 |
| <i>Extension Granted for Submittal to DEP</i> | August 31, 2016 |

**Proposed Implementation Schedule
Municipal Authority of the Borough of Bedford
CSO Elimination Remediation Plan**

| <u>Task</u> | <u>Projected Completion Date</u> |
|---|---|
| Submit Remediation Plan to DEP | August 31, 2016 |
| Meet with BTMA to Discuss I/I Issues | September 30, 2016 |
| Receive DEP Approval of Plan | November 30, 2016 |
| Complete Construction of Phase 1 Improvements | November 30, 2021* |
| Complete Flow Metering to Determine if Sufficient Flow Removed to Abandon CSO | May 31, 2022* |
| Develop and Implement Plan for Testing Of Private Laterals in CSO Tributary Area | July 31, 2022* |
| Complete Private Lateral Repairs | November 30, 2022* |
| Abandon CSO and Begin Design of Phase 2 | December 31, 2022* |
| Complete Project No. 1 Phase 2 | November 30, 2023* |
| Complete Project No. 2 Phase 2 | November 30, 2024* |
| Complete Project No. 3 Phase 2 | November 30, 2025* |
| Complete Project No. 4 Phase 2 | November 30, 2026* |
| Complete Project No. 5 Phase 2 | November 30, 2027* |
| Complete Project No. 6 Phase 2 | November 30, 2028* |
| Complete Project No. 7 Phase 2 | November 30, 2029* |
| Complete Project No. 8 Phase 2 | November 30, 2030* |
| Complete Project No. 9 Phase 2 | November 30, 2031* |
| Complete Project No. 10 Phase 2 | November 30, 2032* |
| Complete Project No. 11 Phase 2 | November 30, 2033* |
| Complete Project No. 12 Phase 2 | November 30, 2034* |
| Complete Project No. 13 Phase 2 | November 30, 2035* |
| Complete Project No. 14 Phase 2 | November 30, 2036* |

*-Projected Completion Dates are based on the assumed DEP Approval date provided and will be adjusted based on the actual plan approval date.

There being no further business, a motion to adjourn was made at 12:09 p.m.