

February 20, 2017

**BEDFORD BOROUGH WATER AUTHORITY  
MONTHLY MEETING AGENDA  
4:00 P.M.**

**PRESENT:** M. BULLINGTON, SECRETARY

_____ J. SPEICHER, CHAIRMAN _____ M. BULLINGTON, 1 <sup>ST</sup> VICE CHAIRMAN _____ T. OSTER, 2 <sup>ND</sup> VICE CHAIRMAN/TREASURER _____ L. MYERS, ASST SEC/ASST TREAS _____ S. CALHOUN, SECRETARY	_____ D. CRABTREE, AUTHORITY SOLICITOR _____ B. DIEHL, BOROUGH MANAGER _____ B. GELLER, BOROUGH SECRETARY _____ B. FOOR, WATER DEPARTMENT SUPT. _____ A. KEIRN, AUTHORITY ENGINEER
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OTHERS PRESENT: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CALL TO ORDER.**

**MINUTES OF MEETING(S):** Regular January 16, 2017 Meeting.

Approved As Submitted – Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote ( \_\_\_\_ - \_\_\_\_ )

Approved As Corrected – Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote ( \_\_\_\_ - \_\_\_\_ )

Modifications: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CHECKS:** January 17, 2017 through February 19, 2017

**CHECKS:** February 20, 2017

Approved As Submitted – Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote ( \_\_\_\_ - \_\_\_\_ )

Approved As Corrected – Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote ( \_\_\_\_ - \_\_\_\_ )

Modifications: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**TREASURER’S REPORT:** February 20, 2017

Approved As Submitted – Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote ( \_\_\_\_ - \_\_\_\_ )

Approved As Corrected – Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote ( \_\_\_\_ - \_\_\_\_ )

Modifications: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BID OPENINGS** (if any):

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**VISITORS RECOGNIZED: 3 TO 5 MINUTES SPEAKING TIME PER VISITOR/TOPIC.**

**Name:**

**Topic:**

**OLD AUTHORITY BUSINESS:**

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**SOLICITOR'S REPORT:**

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**WATER SUPERINTENDENT'S (Brad Foor) REPORT:**

- ONGOING - Further discussion with Authority on Sale of Timber – Tom O'Neil
- Update on Cross-Training of new employees
- Water Break – S. Juliana Street – Wednesday, February 15th

**BOROUGH MANAGER'S REPORT:**

1. Distribute Monthly Budget Report – January (Prior Year's), April (Jan. – Mar.), July (Jan. – June), & October (Jan. – Sept.)
2. Water System Report – most recent data available:
  - The water elevation in the Smith Reservoir is below the spillway by 6.96'.
  - The water elevation in the Todd Reservoir is above the spillway by 0.14'.
  - The Smith Reservoir is 5.48' lower than it was last year. The Todd Reservoir is 0.09' lower than it was last year.
  - In January, we recycled an average of 90,000 gpd from the filters and clarifiers back into the Todd Reservoir.
  - The average daily minimum river flows in January were approximately 259.83% of last year's flows.
  - 2017 year to date total gallons pumped from the Raystown Branch of the Juniata River = 20.367 MG. Through the end of February 2016, we pumped 27.966 MG and through the end of February 2015 we pumped 50.922 MG.
  - In January 2017, the average daily WTP production of water was .540 MGD. In January of 2016, the average daily WTP Production of water was .489 MGD.
  - 2017 year to date total precipitation = 5.79". Through the end of February 2016, we had 3.74" of precipitation and through the end of February 2015 we had 2.07" of precipitation.
3. 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.
4. Discussion on Borough Building – Fire Department Floor.
5. Discussion on request letter received from Attorney Brad Allison (re: Bedford Township).
6. Reminder to give Secretary Geller your 2017 Statement of Financial Interests Form.
7. The 2016 Audit was in process by Wessel & Company during the weeks of January 16<sup>th</sup> and January 23<sup>rd</sup>. The expectation is completion in February or early March.

- 8. Manager Diehl will be in State College March 22<sup>nd</sup> thru March 24<sup>th</sup> – attending a PML/PELRAS Training for the Borough. Public Sector Labor Law & Personnel Management Training. Literature was provided to the Authority and Manager Diehl will commute each day.
- 9. John Whitmore will be attending a training seminar in State College (thru PA Rural Water Association during their Annual Conference) – March 28-31<sup>st</sup>.
- 10. On January 19<sup>th</sup> – I send an email to Solicitor Crabtree stating the following:
  - Members of Council, Water Authority & Municipal Authority would like to get together with you to begin discussions on possibly combining the Water Authority/Municipal Authority (into one new Municipal Authority overseeing Water/Sewer/Stormwater) and eventually creating a new infrastructure team amongst the employees once this is complete. Because there was mention at one point of this possibly taking a few years – they want to start the early steps now. This new committee would consist of 2-3 members from Council and 2 from each Authority. Let me know your thoughts on this – and they want to make sure that you’re involved with each meeting as well.
  - Dean’s response was that he would be glad to be part of these meetings. One of the main issues he mentioned was how to handle the existing debt of the 2 existing Authorities. His suggestion was that we have Jens Damgaard or someone else from Rhodes & Sinon at the first meeting or at least one of the early meetings to address this issue.

\_\_\_\_\_ & \_\_\_\_\_ (members of BBWA) to serve on this new committee.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote ( \_\_\_\_ - \_\_\_\_ )

**ENGINEER’S REPORT**

1. **Reservoirs / Dams**

A. J.C. Smith Reservoir Dam:

i.) Concept plan to address spillway capacity and seepage issues at the dam. Two (2) options to be submitted:

OPTION 1 - Maintain existing spillway overflow elevation (1338.1) and raise dam height to 1346.1.

OPTION 2 - Modify (lower) existing spillway overflow elevation to 1336.0 and maintain existing dam height at 1344 (original design).

Both Options: 1) Remove access road bridge and modify (widen) downstream spillway channel w/ low flow culvert/pipes and at grade access road crossing to provide capacity for peak flow; 2) Install slide gate on upstream end of outlet pipe; 3) Slip line outlet pipe with HDPE pipe.

Refining report and cost estimates.

ii.) Well Field Development - Authority approved proposal from Four Seasons Appraisal Services LLC (Hollidaysburg, PA) in January. Letter sent to Four Seasons authorizing them to proceed with work. Four Seasons working on proposal.

B. Annual Dam Inspections - Field work for 2017 inspections to be scheduled for April.

2. **Projects**

2017 Water Line Project

Chamberlain Street - Replace existing 6" Transite water line w/ approx. 820' of 6" PVC

Estimated Project Cost: \$161,000 (Submitted CFA Small Water and Sewer Grant application in October)

Lakewood Manor - Replace existing water lines in Lincoln Drive and Reed Blvd. w/ approx. 750' of 10" and 425' of 8" PVC (Township - Road Restoration Costs)

Estimated Project Cost: \$285,900

Forest Ave. (Lakewood Manor) - Alternate Bid Item.

Design work underway. Field work to verify existing conditions, etc. by engineering tech this week (Tuesday).

3. **Miscellaneous Items** -

A. Capital Improvements Projects list and estimated costs – Updated water overlay of Municipal Authority sewer rehab. project map. Intent is to coordinate water line and sewer line upgrade work to minimize disruption in streets. Working on list (inventory) of asbestos cement water lines in system that might be candidates for future replacement projects.

B. Drought Contingency Plan – Revised DRAFT plan forwarded to Authority staff for review - trigger levels need to be re-evaluated to reflect current operating conditions. Recommend developing new agreement with BTMA to reflect current operating and supplemental water supply conditions.

C. Cross Connection Control Program - Preparing sketch to obtain quotes for installation of backflow preventer in Borough garage at WWTP.

D. Water Service Request for Harriette Drive (RT 30W) - PADOT Highway Occupancy Permit issued. Discuss next steps - how to proceed.

E. Chemical Feed Enclosure for WTP - Authority staff to purchase utility shelter locally (or order online) and install / modify w/ assistance from E. Springer.

F. EADS Operations Assistance Services - Ongoing, EADS staff coordinating weekly site visits to become familiar with normal daily operations / sampling / testing.

**NEW AUTHORITY BUSINESS:**

**CHAIRPERSON'S BUSINESS:** *Request Executive Session to discuss personnel matters*

**ADJOURNMENT:** Motion by: \_\_\_\_\_

***Next Authority Meeting ~ March 20<sup>th</sup> @ 4pm***