

**THE MUNICIPAL AUTHORITY OF THE BOROUGH OF BEDFORD
MONTHLY MEETING AGENDA
11:00 A.M.**

PRESENT:

- | | |
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| ___ LARRY JOHNSON, CHAIRMAN | ___ BARB DIEHL, BOROUGH MANAGER |
| ___ MICHAEL TAYLOR, 1 ST VICE CHAIRMAN | ___ BEVERLY GELLER, BOROUGH SECRETARY |
| ___ CHRIS BULLINGTON, 2 ND VICE CHAIRMAN/TREASURER | ___ DEAN CRABTREE, AUTHORITY SOLICITOR |
| ___ AARON BERKEBILE, SECRETARY | ___ GREGG GRACE, WASTEWATER SUPERINTENDENT |
| ___ SCOTT MOXLEY, ASST. SECRETARY/ASST. TREASURER | ___ TIM COOPER, AUTHORITY ENGINEER |
| | ___ JOHN CLABAUGH, AUTHORITY ENGINEER |

OTHERS PRESENT:

CALL TO ORDER.

MINUTES OF MEETING(S): Regular January 17, 2017 Meeting

Approved As Submitted – Motion _____ Second _____ Vote (____ - ____)

Approved As Corrected – Motion _____ Second _____ Vote (____ - ____)

Modifications:

CHECKS: January 18, 2017 through February 21, 2017

To approve the following list of checks 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.

Approved As Submitted – Motion _____ Second _____ Vote (____ - ____)

Approved As Corrected – Motion _____ Second _____ Vote (____ - ____)

Modifications:

TREASURER’S REPORT: February 21, 2017 Treasurer Report and Requisition #2 (2017) *to transfer \$55,588.⁰⁰ from Fund 10 into Fund 08 Checking Account at First National Bank.*

To approve the Treasurer’s Report.

Approved As Submitted – Motion _____ Second _____ Vote (____ - ____)

Approved As Corrected – Motion _____ Second _____ Vote (____ - ____)

Modifications:

BID OPENINGS (if any):

VISITORS RECOGNIZED:

NAME:

TOPIC:

OLD AUTHORITY BUSINESS:

SOLICITOR’S REPORT:

BOROUGH MANAGER’S REPORT:

- Claim Discussion – MABB v. Fidelity & Deposit Company of Maryland & Howard Robson, Inc.
- Discussion on Borough Building – Fire Department Floor.
- Reminder to give Bev your 2017 Statement of Financial Interests Form.
- The 2016 Audit was in process by Wessel & Company during the weeks of January 16th and January 23rd. The expectation is completion in February or early March.
- Manager Diehl will be in State College March 22nd thru March 24th – 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.
- On January 19th – 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 MABB) to serve on this new committee.

Motion _____ Second _____ Vote (____ - ____)

SUPERINTENDENT’S REPORT:

1. Overnight tonight the old generator wiring harness and circuit board will be replaced. While doing the work the plant flow has to be shut off as we will not have power, hence the reason for overnight work when the flow is down. The control panel was previously replaced.
2. Average plant flow for January was 966,000 gallons per day or about 250,000 above average. The average flow so far for February is 894,000.
3. The mix pump motor for SBR#3 was repaired and is working well.
4. The annual DEP and EPA bio-solids reports have been filed.
5. After factory service the UV is working better however we are still waiting on repair parts.

ENGINEER’S REPORT:

1. WASTEWATER TREATMENT PLANT

- There are no new issues from our perspective regarding the lawsuit.
- Our Design Engineer met with Gregg and Cambria Systems this month to go over what should be included in the SCADA system and we are currently working on the specifications for the replacement of the existing system.

2. HIGHLAND DRIVE SANITARY SEWER REPLACEMENT

- D.J. Wisor is complete with the installation of all sewer mains and has reconnected all service laterals. All work is complete with the exception of abandonment of existing manholes, final restoration and paving which will be completed in the Spring.

3. 2017 SANITARY SEWER REPLACEMENT PROJECT

- As authorized at last month’s meeting, we have started working of the design of the replacement of sanitary sewers on Wood, East, Bedford and Vondersmith between Penn & John Streets.

4. CONSENT ORDER & AGREEMENT (COA)/ CSO REMOVAL PROJECT

- The Bedford Township Municipal Authority will be installing mag meters at both the Old Bedford Village and Leach pump stations. The design has been completed and the permit applications have been submitted. It seems the permit reviews have been delayed at DEP due to the retirement of Sunil Desai. Construction will hopefully take place in the Spring depending on when permits are issued.
- At the November planning consultation meeting with PENNVEST and DEP we discussed the possibility of submitting the entire project (both phases) vs. just submitting Phase 1 in a funding application. Phase 2 by itself would not score well in the PENNVEST ranking system, so it may be more advantageous to submit for the entire project at once if the Authority chooses to take that route. If the Authority does not feel the funding offer is favorable, the project could be scaled back to include just Phase 1 with a PENNVEST Change of Scope. Whatever project the Authority chooses to submit, the design and permitting must be completed before a funding application can be submitted.
- At last month’s meeting I was asked to put together a potential timeline to show the latest date I thought we should start on the design of the CSO to meet the dead line we have to eliminate the CSO. Below is my proposed timeline:

Task	Projected Completion Date
Begin Project Design	February 1, 2018
Submit Permit Applications	February 1, 2019
Complete Final Plan Revisions & Specs	May 1, 2019
Receive DEP Approval of Permits	June 1, 2019
Receive Approval of PennDOT HOP	July 1, 2019
Submit PENNVEST Funding Application	August 1, 2019*
Complete Acquisition of Easements	September 15, 2019*

Receive PENNVEST Funding Offer	October 31, 2019*
Advertise for Construction Bids	January 1, 2020*
Open Construction Bids	February 15, 2020*
Award Contract for Construction	March 15, 2020*
PENNVEST Loan Closing	April 15, 2020*
Issue Notice to Proceed for Construction	April 30, 2020*
Complete Construction of Phase 1 Improvements	July 30, 2021*
Complete Flow Metering to Determine if Sufficient Flow Removed to Abandon CSO	February 28, 2022*
Develop and Implement Plan for Testing of Private Laterals in CSO Tributary Area	April 30, 2022*
Complete Private Lateral Repairs	November 30, 2022*
Abandon CSO	December 31, 2022*

- Projected Completion Dates are based on the assumed DEP Approval date provided and can be adjusted based on the actual permit approval date.
- Based on this timeline, with February 1, 2018 being the latest we can start design to meet the deadline, I would suggest that we get the design started within the next 11 months.

Motion _____ Second _____ Vote (____ - ____)

- We have been using photography and mapping from the late 1990's to complete recent smaller projects in the Borough. We have been able to overcome inconsistencies in the mapping by physically surveying the areas and editing the mapping. When we do this larger project, I suggest that we update the photography and mapping so less field surveying will be needed, which will result in a cost savings. If the Authority is agreeable to this, I suggest that we schedule the aerial photography to be performed this Spring before leaves are on the trees, so we have the new photography in hand and can then start the process of developing mapping when the Authority decides to proceed with the design. I obtained a quote from our mapping company to complete the aerial photography only. The cost for the photography would be \$3,200.00.

Motion _____ Second _____ Vote (____ - ____)

NEW AUTHORITY BUSINESS:

CHAIRPERSON'S BUSINESS:

ADJOURNMENT: Motion by: _____

Next Authority Meeting ~ Tuesday, March 21st 2017 @ 11am