

Bedford Borough Water Authority

The Bedford Borough Water Authority met on the above date with the following Authority Members present, Thomas Oster, Jeremy Speicher, Matt Bullington, Larry Myers and Sarah Calhoun. 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.

Mr. Oster called the meeting to order due to vacancies in the positions of Chairman and 1<sup>st</sup> Vice Chairman. Motion was made by Mr. Myers, seconded by Mr. Bullington, to nominate the following:

Chairman	Jeremy Speicher
1 <sup>st</sup> Vice Chairman	Matt Bullington
2 <sup>nd</sup> Vice Chairman /Treasurer	Tom Oster
Assistant Secretary/Assistant Treasurer	Larry Myers
Secretary	Sarah Calhoun

Motion was carried by unanimous vote (5-0).

Mr. Speicher resumed the meeting as Chairman.

Motion was made by Mr. Oster, seconded by Mr. Myers, to approve the Minutes of the December 21, 2016 Regular Meeting. Motion carried by unanimous vote (5-0).

Motion was made by Mr. Bullington, seconded by Mrs. Calhoun, to approve the list of checks from December 20, 2016 through January 15, 2017. Motion carried by unanimous vote (5-0).

Motion was made by Mr. Oster, seconded by Mr. Bullington, approving the January 16, 2017 Treasurer's Report. Motion carried by unanimous vote (5-0).

Dennis Tice, "League of Pretty Good Guys", presented information on the proposed irrigation system for Veterans Grove. Discussion followed on how best to tap onto the system (through Russell House or M. Kay Fisher's line). Also discussed was drilling a well. Mr. Tice will provide the Authority with the gallons required per minute for the proposed irrigation system.

The Authority placed a conference call to Tom Krall, Severn Trent, in regards to Severn Trent's RFP submission for operations of the Water and Wastewater Treatment Plants. Mr. Krall was seeking answers to why operations of the Water and Wastewater Plants were not awarded. Mr. Oster noted that timing was the main reason. During the RFP process, Union Negotiations were in process and took longer than anticipated. The Water Authority was also hoping for lower costs. Mr. Krall asked if the outsourcing of operations of the plants would be considered in the future. Manager Diehl noted that the Authorities and Borough are looking to reorganize into one entity and hopefully in 3-5 years look at repeating the RFP process. Mr. Krall asked if anything could have been done differently to change the Authority's decision. Mr. Oster noted price was a main deciding factor.

Mr. Foor shared the following:

- ONGOING - Further discussion with Authority on Sale of Timber – Tom O’Neil  
Some of the acreage is not worth cutting. One Section should be clear
- 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 Cross-Training of new employees

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

- The water elevation in the Smith Reservoir is below the spillway by 9.72’.
- The water elevation in the Todd Reservoir is below the spillway by 0.16’.
- The Smith Reservoir is 8.57’ lower than it was last year. The Todd Reservoir is 1.94’ higher than it was last year.
- In December, we recycled an average of 104,000 gpd from the filters and clarifiers back into the Todd Reservoir.
- The average daily minimum river flows in December were approximately 80.58% of last year’s flows.
- 2017 year to date total gallons pumped from the Raystown Branch of the Juniata River = 1.146 MG. Through the end of January 2016, we pumped 20.892 MG and through the end of January 2015 we pumped 28.805 MG.
- In December 2016, the average daily WTP production of water was .533 MGD. In December of 2015, the average daily WTP Production of water was .381 MGD.
- 2017 year to date total precipitation = 1.92”. Through the end of January 2016, we had 1.65” of precipitation and through the end of January 2015 we had 1.01” of precipitation.

Authority Members discussed the Three-Party Agreement request from Marcia Kay Fisher (104 E. Penn Street) that was tabled at the November 21, 2016 meeting. Mr. Oster noted that his preference would be that the tap for the irrigation system come through the Russell House. Mr. Oster also suggested a possible well be taken into consideration. No decision will be made until the gallons needed per minute for the irrigation system are defined.

Motion was made by Mr. Bullington, seconded by Mrs. Calhoun, to move funds in the amount of \$400,000.00 from the current Preferred Interest Checking Account into a Public Funds Money Market Account. The Money Market Account would allow us to write 6 checks a month. The change would increase the basis points from 17 to 40. Minimum funds required in the Money Market Account would be \$5000.00. Any increases by the Fed, would also increase basis points on this account. Motion was carried by unanimous vote (5-0).

Motion was made by Mr. Oster, seconded by Mr. Myers, to approve Resolution No. 01-2017 changing employee status and benefits for Non-Union, Full-Time employees of the Bedford Borough Water Authority. (Superintendent will now be an exempt position and the amount of days per year will decrease for sick/vacation leave for all office staff and superintendent(s)). Motion was carried by unanimous vote (5-0).

Motion was made by Mr. Myers, seconded by Mr. Oster, to approve the Engineering Retainer Agreement with the EADS Group for 2017. Motion was carried by unanimous vote (5-0).

Manager Diehl shared the findings of Stiffler McGraw on the floor of the Fire Department. The repair to enforce joists where the fire trucks are parked will cost \$8,000.00. The repair costs will be divided with the Borough, the Water Authority and the Municipal Authority. The repair is projected to be a 5-year fix. Manager Diehl will ask the Fire Department to put down epoxy on the floor which will restrict water seeping through the floor cracks onto the joists below.

2017 Statement of Financial Interest Forms were distributed to Authority members to complete and return to the Borough Office.

## 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 - Property access status update - recent request for appraisal proposals - results. DRAFT option agreement being reviewed.

#### B. Annual Dam Inspections - Reports submitted to DEP in December. Field work for 2017 inspections to be scheduled for April.

### 2. Projects

#### 2017 Water Line Projects (Proposed / Budgeted)

**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

Will include **Forest Ave.** (Lakewood Manor) as an Alternate Bid Item.

Engineering Agreement for project - Estimated Total Engineering Fee is \$44,000 (not including Construction Inspection)

Motion was made by Mr. Bullington, seconded by Mr. Myers, to approve the Engineering Agreement for the project on an hourly basis. Motion was carried by unanimous vote (5-0).

3. Miscellaneous Items -

- A. Capital Improvements Projects list and estimated costs – Updating 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.
- 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 - WWTP site visit to review existing meter and protection devices installed. Revisions to Rules and Regulations for Authority staff review and comment.
- 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 - Budget costs for prefab fiberglass shelters ranged from \$9,000 to almost \$16,000; quote for precast concrete structure \$17,500 (including electrical package). Costs DON'T include installation. Smaller ground level enclosures/cabinets range in cost from just over \$3,000 to almost \$7,000.
- F. EADS Operations Assistance Services - Agreement signed in November. Met w/ operators / staff December 21. Staff have been coordinating weekly site visits to become familiar with normal daily operations / sampling / testing.

Motion was made by Mr. Bullington, seconded by Mr. Oster, to approve the purchase of a Rubbermaid type building. The building would need insulation prior to being used as a Chemical Feed Enclosure. Pre-approved costs are to be capped at \$5000.00 for the purchase. Motion was carried by unanimous vote (5-0).

There being no further business, a motion to adjourn was made and carried at 6:08 p.m.