

MUNICIPAL AUTHORITY MINUTES

The Municipal Authority of the Borough of Bedford met on the above date at 4:00 p.m. with members Matt Bullington, Chris Bullington, Scott Moxley, Jeremy Speicher and Michael Meehan in attendance. Public Services Director Brad Foor, Borough Secretary Beverly Geller, Assistant Borough Secretary Misty Hizer, and John Clabaugh, PE, of Stiffler, McGraw & Associates, Inc. were also present.

Authority Members Larry Myers, Jim Gonsman, Borough Manager Barbara Diehl, Solicitor Dean Crabtree and Timothy Cooper, PE, of Stiffler, McGraw & Associates, Inc. were absent.

Future Authority member Joshua Leibfreid and visitors Dena Sigler and Chris Simons were also in attendance.

Motion was made by Mr. Moxley, seconded by Mr. Chris Bullington, to approve the Minutes of the October 12, 2020 Meeting. Motion was carried by unanimous vote (5-0).

Motion was made by Mr. Speicher, seconded by Mr. Chris Bullington, to approve the list of unpaid Municipal Authority Fund 10 Invoices from October 13, 2020 to November 9, 2020. Motion approved by unanimous vote (5-0).

Motion was made by Mr. Moxley, seconded by Mr. Chris Bullington, to approve the list of unpaid Municipal Authority Fund 10 Invoices from October 13, 2020 to November 9, 2020. Motion approved by unanimous vote (5-0).

Motion was made by Mr. Moxley, seconded by Mr. Meehan, to approve the November 9, 2020 Treasurer's Report. Motion was approved by unanimous vote (5-0).

Motion was made by Mr. Moxley, seconded by Mr. Chris Bullington, to approve Requisition #8-2020 Water – Fund 10 to 6 in the amount of \$46,050.00 and Requisition #7-2020 Sewer – Fund 10 to 8 in the amount of \$93,050.00. Motion was approved by unanimous vote (5-0).

Authority member Jim Gonsman joined the meeting at 4:10 p.m.

Visitors Dena Sigler and Chris Simons spoke to the Authority about their recent sidewalk inspection requiring them to replace a portion of the curb at 443 S. Bedford Street. Ms. Sigler and Mr. Simons believe the issue of a sunken curb is a result of a previous sewer project. Mr. Clabaugh suggested looking at the as-built drawings from the previous projects in that area to determine if a pipe runs under that specific section of curbing. The Authority suggested Ms. Sigler and Mr. Simons attend a Borough Council meeting, as sidewalk inspections and curbing specs fall under the Code of Ordinances.

Assistant Secretary Hizer revisited the discussion on the implementation of a shut off door tag fee.

Motion was made by Mr. Chris Bullington, seconded by Mr. Meehan, to approve a shut off door tag fee in the amount of \$25.00. Motion was approved by unanimous vote (6-0).

Ms. Hizer reminded the Authority that work is ongoing for the 2021 budgets and SMAI is in the process of setting their 2021 rates and will present a draft of their Engineering Retainer Agreement for 2021 at the next meeting.

Public Services Director Foor updated the Authority on current events. The Public Works department is in the middle of their annual leaf collection process. The water treatment plant is running well, and the reservoirs are full. Recent water breaks included one on Carberry Drive and E. Pitt Street. The water department is currently looking for a leak on Barclay Ridge. The addition of a 2" tap was also added on the north side of town. Quotes have been obtained for the purchase of a generator to be placed in Lakewood. The wastewater treatment plant is also running well. Operator John Flick has been experimenting with chemicals and utilizing the new flow meters.

ENGINEER'S UPDATE (Tim Cooper/John Clabaugh):

WASTEWATER & WATER

CONSENT ORDER & AGREEMENT (COA)/ CSO REMOVAL PROJECT

- Kukurin Contracting (Contract 2019-2) has submitted Pay Estimate No. 11 in the amount of \$213,430.39 for the Authority to approve for work completed in October. (The payment is separated as follows: Sewer=\$103,590.10, Water=\$109,840.29).
- Continental Construction (Contract 2019-3) has submitted Pay Estimate No. 12 in the amount of \$242,261.82 for the Authority to approve for work completed in October. (The payment is separated as follows: Sewer = \$168,927.03, Water = \$73,334.79).
- We have prepared requisitions for the Authority to request funds from PENNVEST to pay the Construction and Engineering costs for this month. The PENNVEST requisitions we have prepared are as follows:
 - Sewer Requisition No. 12 \$ 283,593.06 (Engineering = \$8,345.26, Interest = \$2,730.67)
 - Water Requisition No. 12 \$ 208,950.38 (Engineering = \$12,880.63, Interest = \$2,849.67)

Motion was made by Mr. Chris Bullington, seconded by Mr. Moxley, to approve Pay Estimate No. 11 from Kukurin Contracting in the amount of \$213,430.39, Pay Estimate No. 12 from Continental Construction in the amount of \$242,261.82, along with PENNVEST Sewer Requisition No. 12 in the amount of \$283,593.06 and PENNVEST Water Requisition No. 12 in the amount of \$208,950.38. Motion carried by unanimous vote (6-0).

- A Project Budget Status Report is attached. Again, this month, we were not able to submit the \$2,090.00 attributed to water for Continental because DEP has not approved the only change order we have had in the system. We have contacted PENNVEST and DEP to get this corrected. We will work with Bev on the amounts to be written on checks once the PENNVEST funds have been deposited.
- Both contracts have completed the punch lists that were generated with issues that need to be addressed by the contractors. We will re-visit some of the yard areas in the spring to see if grass has established

and we will tour the entire project area in 11 months to see if there are any issues to be addressed before the warranty runs out. Final Inspections were held with PennDOT and Bedford Township for their streets. There were no issues with state roadways, but there is some settlement on a Township street that Continental will need to address in the spring.

- For reference, below is the condensed timeline for the Consent Order Agreement (COA):

<u>Task</u>	<u>COA Date</u>	<u>Status</u>
Open Construction Bids	February 15, 2020	7/1/2019
Award Contract for Construction	March 15, 2020	8/20/2019
PENNVEST Loan Closing	April 15, 2020	11/26/2019
Issue Notice to Proceed for Construction	April 30, 2020	10/14/2019
Complete Construction of Phase 1 Improvements	July 30, 2021	10/08/2020
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	

DALESMEN DISTILLERY/BREWERY

Based on our discussion at last month's meeting, a letter was sent to the consultants for the project outlining what the Authority agreed to. As you will recall:

- Waivers of the following rules and regulations were granted by the Authority:
 - Waiver of the requirement for the grease interceptor to be located outside.
 - Waiver of the minimum size requirement of 750 gallons.
- The following conditions were incorporated within the approval:
 - Require increased short-term inspection frequency of the system to confirm no grease carry-over into the sanitary sewer.
 - Require that they install an upsized tank (Shier Model GB-250, 277-gallon capacity) to accommodate increase loadings from facility expansion.

BEDFORD AREA HIGH SCHOOL EXPANSION

- There are still a few minor issues the designers will need to address regarding water, sanitary sewer, and storm water and we noted our concerns in a response to their second submittal but have not received a reply. Our biggest concern is that they are proposing a second connection to the sanitary sewer on Watson Street and do not show a grease trap on this connection. We have asked for clarification on what facilities will be connected to this line. We have not received a response from the designers on these issues for several months, although they have contacted us recently with a few questions and appeared to be working on a response.

WASTEWATER

INDUSTRIAL DISCHARGE LIMITS AND PRETREATMENT

- There are currently nine industries that we believe will need to be issued permits and we are working on developing the permits.
- We have been trying to stay in communication with Kennametal as they continue starting up and testing their pretreatment facility. Testing on their new system this month and initial results were not good, but that is improving with adjustments being made to the system.
- Bedford Burn Off has not performed any new testing on their updated batch process. It is our understanding that they are low on production and not generating enough process discharge to get the representative samples we would need. They are still not discharging process water to the sanitary sewer.

FLOW METERING AT BTMA CONNECTION POINTS

- Construction on the contract to meter BTMA connections to the MABB is complete, all meters are in operation and Substantial Completion was issued last month. We are continuing to monitor the meters to make sure the information we are getting is consistent and accurate. So far, we are pleased with the information we are getting from all the meters, except we had a few issues with level adjustments and the use of portable meters to compare flows. It should be noted that it was necessary to discharge from the CSO during last week's high flows.

CHEMICAL FEED OPTIONS FOR WWTP

- SMA provided a schematic plan and cost estimate for consideration by the Authority at a previous meeting. We have included costs for this in our budget recommendations for 2020. Based on John Flick's recent investigations, consideration is being given to switching from ferrous sulfate addition at the plant to a different chemical. This should not affect the design of the storage tanks and feed system, since the same system could be used for any of the chemicals being proposed. However, a chemical supplier has indicated they may be willing to provide a double wall tank on-site. We will be investigating this possibility further. A decision on the chemical to be used will need to be made before any DEP construction permits are submitted.

BTMA AREAS 5 & 6- CARA HEIGHTS/SUNRISE TERRACE & SUNNYBROOK/ HAFER

- Stiffler McGraw is currently working on design and permitting for these sanitary sewer extensions that will add approximately 150 customers to the system. The design is expected to be complete soon and permit applications will be submitted. The BTMA has chosen to put a hold on the construction of this work for the time being and will decide at a later date when to proceed with construction.

WATER

J.C. SMITH RESERVOIR DAM/WATER SYSTEM EVALUATION

- We submitted H2O grant applications for the projects selected by the Authority, but unfortunately none of our projects were selected for the grant funding.
- We discussed with MABB the specific scope of this project that they would like to include moving forward. At this point, we have prepared an engineering services agreement associated with that scope for consideration by MABB.

CHEMICAL FEED OPTION AT WTP

- SMA updated the EAP for both dams, including inundation maps for both structures. This has all been uploaded to the DEP website and we responded to comments from DEP. The information has been uploaded and we are still waiting for DEP and/or PEMA approval.
- It has been conveyed to us by MABB staff that there is a desire to budget for completion of design activities and possibly construction activities associated with this project in 2021. As such, we will be reviewing the costs and scope of this project briefly with MABB at the meeting.

EMERGENCY ACTION PLANS (EAP)

- SMA updated the EAP for both dams, including inundation maps for both structures. This has all been uploaded to the DEP website and we responded to comments from DEP. The information has been uploaded and we are still waiting for DEP and/or PEMA approval.

DEP REGULATORY ASSISTANCE

- SMA staff continues to assist the MABB operational staff with updating and generating several reports and plans required by the DEP. Among the things we have been working on are:
 - Uninterrupted System Service Plan (USSP)-plan was completed and submitted in August. DEP has accepted the report and had no further comment.
 - Source Water Protection Plan- ongoing 15% complete. This may not move very quickly because part of the process is conducting public meetings, which currently is a problem.
- There are a few items coming up regarding DEP/EPA regulatory compliance:
 1. Corrective Action Plan for the Lakewood Booster Station because of the findings of the USSP. Will result in the need for an emergency generator on site. John Whitmore is currently working on this.
 2. EPA is sending letters out to water systems that serve between 3,300 and 50,000 people requiring the completion of America's Water Infrastructure Act (AWIA) Risk and Resilience Assessment. The assessments need to be completed and certified by June 30, 2021. SMA is preparing a proposal that can be used for budgeting this expense for early in 2021. We hope to have that proposal completed for this meeting.

CLARK WATER EXTENSION

- All lines have been installed and tested and the Clark Building is connected to the system. We will probably schedule a walkthrough inspection and will need as-built drawings from Clark before the line is officially turned over to the Authority.

STORMWATER

SOUTHWEST BOROUGH FLOODING

- Many homes in the southwest portion of the Borough have experienced severe flooding and washouts, and there have also been issues in areas below the Barclay Manor Development. These have been ongoing issues for many years. It appears that a significant portion of this runoff is coming into the Borough from development within the Township. We were able to meet with the Township Supervisors, PENNVEST and DEP representatives to discuss funding options for potential projects on Monday, July 29, 2019. We learned about what types of projects would be eligible and how they could potentially be funded. The Township indicated they would look into the situation and get back to us. The only thing we have received from the Township was a request to mark out areas where we felt curbing should be installed in Barclay Manor. We responded with a conceptual plan showing where we thought curb, inlets, pipes, and ditches should be placed within the existing development.

- A follow-up meeting was held on September 10, 2020 and it does not appear that the Township has done a significant amount of work toward correcting the situation. However, we learned this month that the Township is working to obtain a grant to construct some stormwater detention facilities at the southern end of the Borough.

There being no further business, a motion to adjourn was made at 4:58 p.m.