

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

**PRESENT:**

___ LARRY JOHNSON, CHAIRMAN	___ BARB DIEHL, BOROUGH MANAGER
___ MICHAEL TAYLOR, 1 <sup>ST</sup> VICE CHAIRMAN	___ BEVERLY GELLER, BOROUGH SECRETARY
___ CHRIS BULLINGTON, 2 <sup>ND</sup> VICE CHAIRMAN/TREASURER	___ MISTY HIZER, ASST. BOROUGH SECRETARY
___ AARON BERKEBILE, SECRETARY	___ JOHN FLICK, WASTEWATER ASST. SUPT.
___ SCOTT MOXLEY, ASST. SECRETARY/ASST. TREASURER	___ STEVEN FLETCHER, SMAI OPERATOR
___ DEAN CRABTREE, AUTHORITY SOLICITOR	___ TIM COOPER, AUTHORITY ENGINEER

**OTHERS PRESENT:**

\_\_\_\_\_  
\_\_\_\_\_

**CALL TO ORDER.**

**MINUTES OF MEETING(S):** Regular December 19, 2017 Meeting

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

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

Modifications:

\_\_\_\_\_  
\_\_\_\_\_

**CHECKS:** December 20, 2017 through January 16, 2018

To approve the following list of checks 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:** January 16, 2018 Treasurer Report and Requisition #1 (2018) to transfer \$100,000.<sup>00</sup> from Fund 10 to Fund 8.

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:**

- Discussion on Agreement with Bedford Township Municipal Authority
  - Initial ‘Mark-up’ of Agreement is being worked on (Michael Taylor and Manager Diehl) – was sent to Engineer Cooper and Solicitor Crabtree for further comments, suggestions. *Plan is to have document ready for March meeting with the BTMA.*

**SOLICITOR’S REPORT:**

**BOROUGH MANAGER’S REPORT:**

1. Claim Discussion – MABB v. Fidelity & Deposit Company of Maryland & Howard Robson, Inc.
2. Pool Discussion – BTMA (Attached) gives a credit for sewer portion of invoice upon a written request for up to 10,000 gallons per year. Altoona does not issue credits for sewer portion of invoice for pool filling. Lock Haven does issue credits – form was found on their website. Further discussion - I’d like to present a new Swimming Pool Policy (to be presented in your packets). The Water Authority’s approved documentation would be used for readings, confirmation, etc. *Tabled for another month to further discuss.*
3. Discussion on Pennsylvania Municipal Authorities Association 2018 Membership. Cost is \$2,100.00.
4. Formal approval to sign the Letter of Intent with RER Energy Group – for development, installation and operation of a solar array, totaling an estimated 1,340kW ground-mount solar photovoltaic facilities to be located near the Todd Reservoir, following final Negotiation and Feasibility Analysis. *Letter of Intent attached.*

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

5. Formal approval to commit to 60% (\$60,000) of the prepayment on electricity amount needed.

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

6. Approval to sign Resolution 01-2018. Resolution stating the Municipal Authority of the Borough of Bedford met on Tuesday, January 9<sup>th</sup> (along with members of Borough Council and the Bedford Borough Water Authority) and agreed to pursue the project with RER provided the grant is received from the CFA Program. *Resolution attached.*

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

**ASSISTANT SUPERINTENDENT'S REPORT (John Flick):**

- I will not be present for this meeting – I was scheduled to attend a class.
- Repairs were made to the boiler.
- The fuel modulation controller was replaced due to leaking seal.
- Ongoing issues with the UV System. South primary drive motor is making noise like a bearing is starting to fail.
- Ordered new motor and received it on 1/15/2018.
- Ongoing monitoring of Kennametal. Sampling 2 days a week and running test in-house with our normal stuff. The last time we were at Kennametal was for an inspection of their pre-treatment system. Filters have been taken out of service and we made them aware that they need to start using them immediately.
- We had two heaters not performing correctly in headworks due to being coated with grease. Spoke with Barb briefly about building a platform below the one to service it easier. That particular heater is about 25 feet off the floor.
- We received a load of ferrous on 1/11/2018 and refueled the heating oil tank on 1/9/2018.
- On 1/7/2018 we had an overflow of digested sludge spill onto the stone area between north and south control. DEP was notified of the spill and an on-site inspection was performed.
- Normal maintenance is being performed and Mike Boore is doing well.
- We have been calibrating as often as we can to try and gather good data.
- Replaced original float system in sump pit (in the main control building). I'm pretty sure it was original from 1976 and the float failed, so parts are kind of hard to find.
- Daily monitoring of the digesters to see if there is something not performing properly.

**SMAI BACK-UP OPERATOR REPORT (Steven Fletcher):**



**ENGINEER'S REPORT:**

**1. 2017 SANITARY SEWER REPLACEMENT PROJECT**

- D. J. Wisor is aware there are still a few issues with minor settlement in some yards where laterals were replaced that will need to be addressed in the Spring. We felt this would be best to allow them to go through the Winter to see if they settle any more. We will be retaining \$5,000.00 until the Spring until the laterals mentioned above are addressed.

**2. 2018 SANITARY SEWER REPLACEMENT PROJECT**

- As authorized at last month's meeting, we have started working on the design for the area selected for the 2018 sewer replacement.

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

- We are continuing to work on our preliminary surveying and design. We will be doing some additional investigation work with our internal televising equipment to verify locations of existing sewer lines and connections when the weather allows and our camera is repaired.

**4. BEDFORD TOWNSHIP PUMP STATION METERING PROJECT**

- The Bedford Township Municipal Authority is still waiting for the planning for the Old Bedford Village pump station capacity increase to be approved by DEP. We checked with DEP on the status of planning approval and were told it is “still in the pile and the expect to get to it in the next couple weeks.” We are finished with the design and permit applications for the project, which includes a magmeter, and will to submit permit applications as soon as the planning is approved.

- The magmeter at the Leach pump station is installed but we have not seen any data yet.

**5. BTMA AREA 4- CAMP SUNSHINE**

- Construction on the Camp Sunshine project began on November 20<sup>th</sup>, with Guyer Brothers as the contractor. It is expected the project will be complete by late Summer of 2018 if all goes well. However, the actual contract time is one year. Work has been slowed somewhat by the holidays and weather.

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

- The BTMA authorized Stiffler McGraw to initiate the design of these sanitary sewer extensions that will add approximately 150 customers to the system. The design is expected to be complete by late 2018 and construction could potentially start sometime in 2019 depending on permitting and funding.

- For reference, below is the proposed timeline we previously discussed:

<b><u>Task</u></b>	<b><u>Projected Completion Date</u></b>
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.

**NEW AUTHORITY BUSINESS:**

**CHAIRPERSON’S BUSINESS:**

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

*Next Authority Meeting ~ Tuesday, February 20<sup>th</sup> @ 11am*