

**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 | ___ 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 January 16, 2018 Meeting

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

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

Modifications:

CHECKS: January 17, 2018 through February 20, 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: February 20, 2018 Treasurer Report and Requisition #2 (2018) to transfer \$55,131.⁰⁰ 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 (Wed., March 28th @ 8am).*

SOLICITOR’S REPORT:

REQUEST FOR EXECUTIVE SESSION: LITIGATION UPDATE WITH SALZMANN HUGHES LEE STINNETT – (717) 234-6700 CONFERENCE CALL

In Session: _____

Out of Session: _____

- Motion to approve _____.

Motion _____ Second _____ Vote (____ - ____)

BOROUGH MANAGER’S REPORT:

1. Claim Discussion – MABB v. Fidelity & Deposit Company of Maryland & Howard Robson, Inc.
2. The 2017 Audit was in process by Wessel & Company during several weeks in January. Manager Diehl and Secretary Geller will be meeting with Michael Lamb over the next two weeks to finalize everything – expectation is that reports will be distributed in March.
3. As a follow-up:
 - Members of Council & the Water 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.
 - Dean Crabtree’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.
 - Back on February 21, 2017 – the Authority approved to have Mr. Bullington and Mr. Taylor sit on the Committee to begin discussions on combining the Water and Municipal Authorities. *The initial meeting is currently being scheduled – more to come.*

ASSISTANT SUPERINTENDENT'S REPORT (John Flick):

- Tech from Xylem to be onsite 2/20/18 to diagnose problems in north channel.
- Replaced the drive motor in the south primary and replaced bearings in the original motor.
- Weekend of 2/17/18-2/19/18 the boiler tripped out a number of times. Air Management came and diagnosed it - needs the pilot burner electrode replaced.
- New ferrous plumbing has been finished on the output side and is working great.
- Ongoing sampling at Kennametal is being done.
- After cleaning the heating units in headworks, they are functioning as they should.
- Ordered heating oil on 2/19/18. Was at 520gallons. Just in case the methane burner doesn't get fixed.
- Completed the 2017 EPA Biosolids report and filed it on 2/19/2018.
- Will file the EDMR later in the week. All results are in.
- Received the replacement Muffin Monster Grinder – will have it installed as soon as possible.
- Continue to monitor digesters daily. Everything is in line.
- Need to address our issue with Kennametal and try to remedy this fluctuation in our influent.
- Printed information for Authority Members on results from Fairway Labs over the last few years.
- Printed some trend information - including 2 of the last rain events to show the effects on system.
- Necessary pipe work for the backflow preventer. Coordinating project with Water Authority.

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 are retaining \$5,000.00 until the Spring until the laterals mentioned above are addressed.

2. 2018 SANITARY SEWER REPLACEMENT PROJECT

- We are nearing completion of the design for the area selected for the 2018 sewer replacement. There are likely to be a few easements needed to ensure that all homes are satisfactorily connected to the system. We will forward easement plats to Attorney Crabtree when they are complete. There are a few other minor issues remaining to be addressed before we can advertise for bids. We expect to be ready to advertise by next month's meeting and open bids at the April meeting. We would expect construction to be underway by early June.

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

- We are continuing to work on our preliminary surveying and design. We are continuing to do some additional investigation work with our internal televising equipment to verify locations of existing sewer lines and connections as the weather allows. We expect to have the design and permitting completed by early fall and should be in position to submit a PENNVEST application for funding in November for approval at PENNVEST's January meeting. That would get construction started in the spring of 2019.

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

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

4. BEDFORD TOWNSHIP PUMP STATION METERING PROJECT

- The Bedford Township Municipal Authority finally received DEP planning approval for the Old Bedford Village pump station capacity increase. We are finished with the design and permit applications for construction of the project, which includes a magmeter, will be submitted this week.

- The magmeter at the Leach pump station is installed. We have not seen any data but have been told verbally that the station pumped 39 million gallons during the month of January. That equates to a little over 125,000 gallons per day, which seems to be a reasonable amount for the number of connections on tributary to that station.

5. BTMA AREA 4- CAMP SUNSHINE

- Construction on the Camp Sunshine project began on November 20th, 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 recently 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. We are currently in the very early stages of the design. The design is expected to be complete by late 2018 and construction could potentially start sometime in late 2019 or early 2020 depending on permitting and funding.

February 20., 2018

NEW AUTHORITY BUSINESS:

CHAIRPERSON'S BUSINESS:

ADJOURNMENT: Motion by: _____

Next Authority Meeting ~ Tuesday, March 20th @ 11am
Meeting with Township ~ Wednesday, March 28th @ 8am (Township Building)