

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

PRESENT:

- ___ LARRY JOHNSON, CHAIRMAN
- ___ MICHAEL TAYLOR, 1ST VICE CHAIRMAN
- ___ CHRIS BULLINGTON, 2ND VICE CHAIRMAN/TREASURER
- ___ AARON BERKEBILE, SECRETARY
- ___ SCOTT MOXLEY, ASST. SECRETARY/ASST. TREASURER

- ___ BARB DIEHL, BOROUGH MANAGER
- ___ BEVERLY GELLER, BOROUGH SECRETARY
- ___ MISTY HIZER, ASST. BOROUGH SECRETARY
- ___ JOHN FLICK, WWTP SUPERINTENDENT
- ___ BRAD FOOR, WTP SUPERINTENDENT
- ___ BO FORD, PWD SUPERINTENDENT

___ DEAN CRABTREE, AUTHORITY SOLICITOR

- ___ TIM COOPER, AUTHORITY ENGINEER
- ___ JOHN CLABAUGH, AUTHORITY ENGINEER
- ___ JENS DAMGAARD, Esquire (ECKERT SEAMANS)

OTHERS PRESENT:

- ___ LARRY MYERS
- ___ JEREMY SPEICHER
- ___ MATT BULLINGTON

CALL TO ORDER.

MINUTES OF MEETING(S): Regular August 21, 2018 Meeting and Special Meeting held on Wednesday, August 22, 2018.

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

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

Modifications:

CHECKS: August 21, 2018 to September 18, 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: September 18, 2018 Treasurer Report and Requisition #10 (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):

<u>VISITORS RECOGNIZED:</u>	<u>NAME:</u>	<u>TOPIC:</u>
Schneider Electric	Zia Qureshi, PE National Manager – Water/Wastewater Energy & Sustainability	WTP & WWTP

DISCUSSION ON COMBINING OF AUTHORITIES:

- Day/Time of future meetings – 1st Monday of each Month @ 4:30pm - beginning in October 2018
- Day/Time of workshop meetings – 3rd Tuesday of each Month @ 4:30pm – beginning Oct. 16th
- Authority Reorganization ~ *Must be done now for Jens to complete paperwork*
 - Chairman _____ *Currently Larry Johnson*
 - 1st Vice Chairman _____ *Currently Michael Taylor*
 - 2nd Vice Chairman/Treasurer _____ *Currently Chris Bullington*
 - Secretary _____ *Currently Aaron Berkebile*
 - Asst. Sec/Asst. Treasurer _____ *Currently Scott Moxley*
 - _____
 - _____
- Timeline:
 - Documents done by BBWA (Pre-authorization for solicitor to begin deed transfers) – 8/20/18
 - Water System Transfer Agreement - **done**
 - Resolution - **done**
 - Cert. to Secretary of the Commonwealth (Articles of Amendment) – MABB - 8/21/18 - **done**
 - Cert. to Secretary of the Commonwealth – Mun. Auth. Officers Cert. – 08/21/18 - **done**
 - Resolution 02-2018 of AOI (Articles of Incorporation) on 8/21/18 - **done**
 - Resolution 03-2018 of the MABB (Water System Transfer Agrmt) on 08/21/18 - **done**
 - Resolution by Borough Council on 9/3/18
 - Ordinance by Borough Council on 10/01/18
 - Update on Rules & Regulations to occur on/after October 1st

OLD AUTHORITY BUSINESS (MABB):

- Current agreement with Bedford Township – New Draft Needs Finalized - (document attached)
- Discussion on email received from BTMA on 08/08/18 re: Omni payment/settlement. *Draft to BTMA (presented during previous meeting)*
- Resolution of Water Rates (TBD)

OLD AUTHORITY BUSINESS (BBWA):

- Deed Transfers, Etc. – being done by Solicitor Crabtree’s office
- Agreement with Township on Water (document to be prepared by Solicitor Crabtree)
 - (Rate of \$5.25/1000 gallons)
- DEP Deadline – Smith Dam Breach or Rehabilitation
- Analysis Proposal from SMAI

SOLICITOR'S REPORT:

BOROUGH MANAGER'S REPORT:

1. Claim Discussion – MABB v. Fidelity & Deposit Company of Maryland & Howard Robson, Inc.
 - Email received from Lee Stinnett on 08/20/18 – confirmation that all parties have executed the settlement agreement and that checks would be forwarded to the authority.
 - Checks totaling \$156,000.00 have been received to date from:
 - Howard Robson \$90,000.00
 - Envirodyne Systems \$32,000.00
 - JJD Urethane \$20,000.00
 - Sherwin Williams \$ 3,000.00
 - Wenrich Painting \$ 3,000.00
 - Stiffler McGraw \$ 8,000.00
2. Reminder of Meeting with BTMA – Wednesday, September 26th @ 8am – Township Building
3. Discussion on the Bedford Borough Pension Plan. The Sewer Authority's 2019 Municipal Obligation (MMO) of \$54,328.00 (52,821.00 Pension plus \$1507.00 Cash Balance). The Borough's Minimum Municipal Obligation (MMO) of \$32,853.00 (\$31,700.00 Pension plus \$1153.00 Cash Balance) for a total of \$87,181.00.
4. A CD in the Water Authority's name at Hometown Bank matures October 11, 2018. Seeking approval to shop for the best rate and term to reinvest the approximate \$261,832.47. Individuals to sign on the account should be _____.

Motion _____ Second _____ Vote (____ - ____)

5. Signatures needed after meeting on documentation from Mike McClain (permits, license transfer, etc.)

SUPERINTENDENT'S REPORT (John Flick):

- Plant is operating well
- The storm that hit on August 3 was 1.15 inches of rain. Used CSO
 - ✓ The storm that hit August 31 was 2.90 inches of rain. Used CSO
 - ✓ The duration of the CSO discharge was longer on the 3rd than on the 31st
- The storm from September 6 – 10 produced 9.45 inches of rain.
 - ✓ The CSO was utilized from September 7-13
 - ✓ We did the best we could to clean up grit and debris as the river receded to prevent any issues with the community.
 - ✓ We put lime down all around the area of the CSO do to the river being over top of the CSO.
 - ✓ I reported to DEP daily of the out fall. Fred Clark (DEP) was out and his contact was Sarah Wiglesworth (DEP)
- Been in contact with Insite, the manufacture of our probes in the SBR tanks, about the inconsistency of the ORP probes.
- Replaced bearings in the oldest DO blower in the river vault.

- During the Penelec power shut down we lost the grit separator unit.
 - ✓ A timer relay went bad. Ordered 3 of them should be here this week. We will replace it in house.
 - ✓ Both generators came up and ran fine through the outage.
- We have been chasing a problem in the UV system within BIB boards.
- Dave from Nicktown was in and worked on the river pumps. September 14
- Had to disassemble the pressure control on the digester gas system. Main stem on adjuster was sticking. Repaired and put back into service.
- Dustin Shaffer is coming along well. Going to start working with him to start weekend rotation.
- Caleb Wagoner is doing well in the lab and has received his DEP license.
- All maintenance is being performed as scheduled.
- We rescheduled the WETT test for the first week of October due to the weather conditions -- High flow

ENGINEER'S REPORT:

WASTEWATER

1. 2018 SANITARY SEWER REPLACEMENT PROJECT

- D.J. Wisor & Sons has completed most of the final restoration and we will be scheduling a substantial completion inspection in the next couple of weeks. Pay Estimate No. 3 in the amount of **\$80,012.04** was received for the Authority's approval.

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

- We are continuing on the final design phase for the sanitary sewer and working to include the water main replacement in areas where paving overlays will be done. We expect to have the sewer design completed by the end of September and will concentrate on the water design and permitting. DEP told us at the August 27th PENNVEST planning consultation that we need to submit a minor permit application for the water line replacement. We are working on that permit application and will submit it as soon as the water design is complete. Unfortunately, that means we would not have permits in time for the PENNVEST application deadline of October 31st for approval at PENNVEST's January meeting. We are now more likely to submit to PENNVEST by the February 6th deadline for the May PENNVEST meeting. That would mean construction wouldn't start until the summer of 2019, unless we request a Letter of No Prejudice from PENNVEST to start construction earlier.

-This delay would still leave us well within the timeline for the consent order. 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

- We discussed at the last meeting the reluctance of the personnel from Mountain Valley Apartments to allow us to construct a new sanitary sewer along the western edge of their property. We looked at two additional options for serving the adjacent buildings and prepared cost estimates for each option. The Mountain Valley option is the least expensive and the closest alternative would be \$18,000 more expensive. We would like to know which direction the Authority would like to proceed.

- During the PENNVEST meeting we discussed the possibility of adding some additional items to the PENNVEST water loan. Items such as new meters and leak detection equipment were mentioned as possibilities. Between now and February we need to be giving some thought toward what you might wish to include in the funding application.

3. BEDFORD TOWNSHIP PUMP STATION METERING PROJECT

- The Bedford Township Municipal Authority received DEP Construction Permit approval for the Old Bedford Village pump station capacity increase and are waiting for approval of a DEP Chapter 106 permit application for construction within a floodplain. They submitted for a small facilities grant from DCED and hope to hear the results this month.

- The BTMA approved the installation of meters at 6 additional pump stations in their system and opened bids on August 15, 2018. Unfortunately, the bids came in much higher than anticipated. They decided to reject all bids and work on one pump station at a time as funds are available.

- I will be discussing flows being seen at several of the pump stations during the recent rainfall with Amy at BTMA later today. Several of their pump stations had both pumps running for entire days during the flooding event. It appears there may be a significant amount of inflow/infiltration occurring somewhere within their system and BTMA intends to investigate it immediately.

4. BTMA AREA 4- CAMP SUNSHINE

- Construction on the Camp Sunshine is continuing with Guyer Brothers expecting the project to be complete by the end of October. Work has continued to have several delays due to weather and high groundwater conditions, but is still well ahead of schedule. Guyers were able to complete both of the stream crossings before last week's flooding and they can now continue installing the remaining lines when the floodwaters recede. It is likely that connection notices will be sent out to all new customers by November 1st and customers will be given until June 1st to connect because of the approaching winter season. It is expected that most of the new customers are not likely to connect until the spring of 2019.

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

- Stiffler McGraw is currently working on preliminary design of these sanitary sewer extensions that will add approximately 150 customers to the system. The design is expected to be complete by early 2019 and construction could potentially start sometime in early 2020 depending on permitting and funding.

6. INDUSTRIAL DISCHARGE LIMITS AND PRETREATMENT

- We prepared an update of the limits and requirements for organizations that release industrial discharge into the sanitary sewer and provided a draft of the updated requirements for you to review. The Township Municipal Authority is prepared to adopt the new regulations. Are there any questions or concerns on the proposed requirements? We would like to implement this by the end of the year and develop a plan for periodic monitoring of all industrial dischargers. The cost of this plan is being split evenly between the MABB and BTMA.

- We received a Wastewater Evaluation Status Report and Corrective Action Plan from Kennametal’s consultant on August 31st. The document outlines the steps Kennametal is planning to take to address their industrial discharge situation. A subsequent conference call was held this past week to discuss the contents of the plan and answer questions. Kennametal will be installing new water quality monitoring equipment and performing a pilot test on treatment alternatives over the next couple of months. We expect they will complete their evaluation of alternatives and present their findings and an implementation schedule by the end of the year. We will be continuing to meet with their representatives on a monthly basis to monitor progress.

7. TREATMENT PLANT ORGANIC RE-RATING

- We submitted the DEP permit application to re-rate the Wastewater Treatment plant organically last month and responded to questions from DEP last month. We are requesting that the permit be increased from 2100 lbs/day to 3000 lbs/day. We were told in August that the permit is going to be approved and it is waiting for a signature.

WATER

1. J.C. SMITH RESERVOIR DAM

-June 25, 2018 Review Comment Letter from DEP - RE: 2017 Annual Inspection - Smith Dam: *"Representatives of the Department met with the Borough at the dam on May 16, 2018. The Borough expressed interest with regards to breaching the dam and deregulating the structure. It was noted that the breach alternatives would require a full breach and downstream area impacts analysis so that a decision can be made regarding the breach specifics. **We request that the results of this analysis, a conceptual plan, and a schedule to perform the breach be provided to our office by December 31, 2018.** Should the Borough decide to keep the dam, conceptual plans addressing the spillway capacity should be provided to our office for review by the same date."*

- A downstream analysis includes field surveys of downstream channel and drainage structures, computer modeling, and preparation of Hydrologic and Hydraulic Report. We have provided a proposal for "Downstream Area Impacts Analysis" with scope of work and fees for Authority review and consideration.

Motion _____ Second _____ Vote (____ - ____)

- Pending today’s discussion with Zia, we recommend that the Authority consider requesting proposals from Geotechnical firms to review the report previously prepared by Geo Mechanics in 2009 for the dam and provide comments and recommendations.

Motion _____ Second _____ Vote (____ - ____)

- We would like permission to contact DEP, on behalf of the Authority, to explain the change of consultants, provide an update and possibly request an extension on the December 31st deadline.

Motion _____ Second _____ Vote (____ - ____)

2. ANNUAL DAM INSPECTIONS

- EADS completed field work in April and will submit the report this fall. They have also indicated they will update the Emergency Action Plans (referenced in DEP's Annual Inspection review comment letter) using the new CEMPlanner electronic format.

3. SOURCE DEVELOPMENT

- "Water Services / Sources Analysis" dated March 15, 2018 presented during previous Water Authority meetings - discussion / comments. I will be reviewing this document.

-Well Field Development:

- Foor Tract: will wait for Authority direction on this.
- Dishong Well Field: Will contact Casselberry regarding schedule for well investigation / testing work if the Authority wishes to pursue this.

4. EAST JOHN STREET WATER LINE REPLACEMENT

- EADS is handling the close out of this project. Construction 100% complete and final payment was anticipated this month.

5. NORTH SIDE WATER SYSTEM IMPROVEMENT PROJECT

- An application for grant funding for this project was submitted to the Commonwealth Financing Authority. Total estimated project cost is \$495,000. Authority 15% match is \$74,250. We have been told the grant announcement will be made this month.

6. BEDFORD & EAST STREETS WATER LINE REPLACEMENT

- We were asked to prepare cost estimates for the replacement of existing cast iron mains in these streets between Pitt and John Streets. These are areas where sewer lines were recently replaced and these streets are in the Borough's 2019 paving schedule, which is expected to begin on June 1st. We would need to get started on the design of these replacements as soon as possible to have the construction work done prior to the paving work.

- Two cost estimates were prepared and are attached to this report. One cost estimate includes lines within Pitt and Penn Streets (State roads) that are not part of the Borough paving project, while the second estimate does not include work within the state roads. The difference in construction cost is approximately \$43,000.

7. MISCELLANEOUS ITEMS FROM PREVIOUS REPORTS

- A. **Capital Improvements Projects list and estimated costs** – *See updated project list with cost estimates dated October 2017. No updates*
- B. **Drought Contingency Plan / Supplemental Water Source** – *Updated Drought Plan in draft form. Review trigger levels to reflect current operating conditions. Borough and Township Authorities working on a new agreement to reflect current operating and supplemental water supply conditions. No updates*
- C. **Cross Connection Control Program - Backflow Preventer at Borough Garage / WWTP** - *Wastewater plant operators / staff planning to complete the installation.*
- D. **Clark Water Line Extension** - *Private water line along Donahoe Manor Road - 2" water line with a master meter installed at the connection to the Authority's existing water line along Donahoe Manor Road. Clark still plans to do this - EADS to provide Clark with proposal to provide engineering assistance.*

STORMWATER

1. SOUTHWEST BOROUGH FLOODING

- During the recent flooding, many homes in the southwest portion of the Borough experienced severe flooding and washouts. This has been an ongoing issue for many years. In touring the area last week, it appears that a significant portion of this runoff is coming into the Borough from development within the Township. Manager Diehl has asked me to set up a meeting with the Township Supervisors to discuss the situation.

NEW AUTHORITY BUSINESS:

CHAIRPERSON'S BUSINESS:

ADJOURNMENT: Motion by: _____

REMINDERS:

Meeting between MABB & BTMA ~ Wednesday, September 26th @ 8am (Township Bldg)

Next Authority Meeting ~ Monday, October 1, 2018 @ 4:30pm

Next Authority Workshop Session ~ Tuesday, October 16th @ 4:30pm