

MUNICIPAL AUTHORITY MINUTES

The Municipal Authority of the Borough of Bedford met on the above date at 11:00 a.m. with Members Larry Johnson, Michael Taylor, Chris Bullington, Scott Moxley and Larry Myers present. Borough Manager Barbara Diehl, Borough Secretary Beverly Geller, Wastewater Superintendent John Flick, Public Works Superintendent Bo Ford, Timothy Cooper P.E. of Stiffler, McGraw & Associates, Inc., John Clabaugh, P.E. Stiffler McGraw & Associates, Inc. and Solicitor Dean Crabtree were also in attendance. Water Authority Members Jeremy Speicher and Matt Bullington were also in attendance.

Motion by Mr. Chris Bullington, seconded by Mr. Moxley, to approve the Minutes of the August 21, 2018 Meeting and Special Meeting held on Wednesday, August 22, 2018. Motion passed by unanimous vote (5-0).

Motion by Mr. Moxley, seconded by Mr. Myers, to approve the list of checks from August 21, 2018 through September 18, 2018 that were paid from the Borough of Bedford's Fund 08 Sewer Account as well as the list of unpaid Municipal Authority Fund 10 Account Invoices. Motion approved by unanimous vote (5-0).

Motion by Mr. Chris Bullington, seconded by Mr. Myers, to approve the September 18, 2018 Treasurer's Report and Requisition 10-2018 (\$55,131.00) transferring funds from Fund 10 into Fund 08. Motion was carried by unanimous vote (5-0).

Manager Diehl introduced Zia Qureshi of the Energy and Sustainability Services Department of Schneider Electric. Larry Myers, who also works for Schneider Electric in the same department, noted that he felt there were savings that could be gathered by looking at energy consumption in the Borough Building along with the Water and Wastewater Treatment Plants. Mr. Myers shared that there were ways to complete capital projects by cash strapped municipalities that would guarantee energy savings. Money saved from lower energy costs could be used for operations.

Mr. Qureshi has 49 years of experience with Water and Wastewater Operations. Mr. Qureshi noted there was little area for savings at the Wastewater Treatment Plant. He did suggest the commercialization of the digesters by seeking additional biosolids and utilizing all three (3) biosolid digesters.

Mr. Qureshi noted that he was made aware of issues with the Smith Dam and suggested that an in-depth analysis be completed since the last report was from 2009. He noted that there may be several alternatives to explore in regards to the dam instead of breaching.

Mr. Qureshi suggested that updating metering be examined since it would have the quickest impact to the water system. Mr. Qureshi noted that the national average for water loss in a system is 6 to 9% and we could lower our loss by installing new meters with a payback on investment within five years for the project.

Manager Diehl proposed future meetings of the combined Authority be scheduled for the 1st Monday of each Month beginning in October 2018. Meetings would begin at 4:30 p.m. Workshop meetings will be held the 3rd Tuesday of each Month at 4:30 p.m., beginning Oct. 16th.

Motion was made by Mr. Taylor, seconded by Mr. Chris Bullington, to adopt the meeting dates and times suggested by Manager Diehl along with reorganizing with

- Larry Johnson as Chairman
- Larry Myers as First Vice Chairman
- Chris Bullington as Second Vice Chairman/Treasurer
- Matt Bullington as Secretary
- Scott Moxley as Asst. Secretary/Asst. Treasurer

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

Manager Diehl shared the following completed items on the timeline:

- Documents done by BBWA (Pre-authorization for solicitor to begin deed transfers) – 8/20/18
 - Water System Transfer Agreement
 - Resolution
- Cert. to Secretary of the Commonwealth (Articles of Amendment) – MABB - 8/21/18
- Cert. to Secretary of the Commonwealth – Mun. Auth. Officers Cert. – 08/21/18
- Resolution 02-2018 of AOI (Articles of Incorporation) on 8/21/18
- Resolution 03-2018 of the MABB (Water System Transfer Agreement) on 08/21/18
- Resolution by Borough Council on 9/3/18

The following items are scheduled:

- Ordinance by Borough Council on 10/01/18
- Update on Rules & Regulations to occur on/after October 1st

Discussed under Old Business for MABB included:

- Current agreement with Bedford Township – New Draft Needs Finalized
- 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)

It was noted by Mr. Taylor that residential usage data from the Township shows that usage is 60% of the national average. Discussion in regards to gathering accurate data followed with Mr. Cooper sharing that the cost of meters to measure incoming sewage would be \$20,000 to \$25,000 per meter. Approximately 12 meters would be needed to monitor flows from the Township.

Discussed under Old Business for BBWA included:

- 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

September 18, 2018

Discussion on the use of well and surface water in the same lines was entered with Mr. Clabaugh sharing information on the concerns raised by Mr. Qureshi --- alkalinity, how water reacts with metals, etc. Mr. Cooper shared that there was no intermingling of water from multiple sources. Water sources are isolated within the system.

Manager Diehl shared an update on the 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

Manager Diehl reminded members of the meeting with BTMA on Wednesday, September 26th at 8am at the Bedford Township Building.

Manager Diehl shared the Municipal (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.

Manager Diehl shared that a CD in the Water Authority's name at Hometown Bank matures October 11, 2018. Mr. Moxley and Mr. Taylor will research bond funds to invest the money. The matter is tabled until the October 1, 2018 meeting.

Manager Diehl noted that signatures are needed after the 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.

Motion was made by Mr. Moxley, seconded by Mr. Taylor, to approve Pay Estimate 3 for DJ Wisor. Motion was carried by unanimous vote (5-0).

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.

Assistant Borough Secretary Misty Hizer joined the meeting at 12:05 p.m.

- 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.

Mr. Speicher exited the meeting at 12:25 p.m.

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."*

Motion was made by Mr. Myers, seconded by Mr. Chris Bullington, to approve:

- 1) A downstream analysis including field surveys of downstream channel and drainage structures,**

computer modeling, and preparation of Hydrologic and Hydraulic Report.

2) *Requests of proposals from Geotechnical firms to review the report previously prepared by Geo Mechanics in 2009 for the dam and provide comments and recommendations.*

3) *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 was carried by unanimous vote (5-0).

Solicitor Crabtree exited the meeting at 12:39 p.m.

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.

Discussion on the Water Line Replacement has been tabled to October.

Mr. Myers and Mr. Qureshi exited the meeting at 12:41 p.m.

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.

There being no further business, a motion to adjourn was made at 12:51 p.m.