

**THE MUNICIPAL AUTHORITY OF THE BOROUGH OF BEDFORD  
MONTHLY AGENDA  
2<sup>nd</sup> MONDAY OF EACH MONTH @ 4:00 P.M.**

**PRESENT:**

- |   |  |
|---|--|
| ___ MATT BULLINGTON, CHAIRMAN                                 | ___ BARBARA DIEHL, BOROUGH MANAGER         |
| ___ LARRY MYERS, 1 <sup>ST</sup> VICE CHAIRMAN                | ___ BEVERLY GELLER, BOROUGH SECRETARY      |
| ___ CHRIS BULLINGTON, 2 <sup>ND</sup> VICE CHAIRMAN/TREASURER | ___ MISTY HIZER, ASST. BOROUGH SECRETARY   |
| ___ JIM GONSMAN, SECRETARY                                    | ___ BRAD FOOR, PUBLIC SERVICES DIRECTOR    |
| ___ SCOTT MOXLEY, ASST. SECRETARY/ASST. TREASURER             | ___ TIM COOPER, AUTHORITY ENGINEER/SMAI    |
| ___ JEREMY SPEICHER, AUTHORITY MEMBER                         | ___ JOHN CLABAUGH, AUTHORITY ENGINEER/SMAI |
| ___ MICHAEL MEEHAN, AUTHORITY MEMBER                          | ___ DEAN CRABTREE, AUTHORITY SOLICITOR     |

**OTHERS PRESENT:**

\_\_\_\_\_

**CALL TO ORDER**

**MINUTES OF MEETING(S):** Regular January 13, 2020 Meeting

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

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

Modifications:

\_\_\_\_\_

**CHECKS:** January 14, 2020 to February 10, 2020

To approve the attached 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 10, 2020

To approve the Treasurer’s Report.

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

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

Modifications:

\_\_\_\_\_

**REQUISITIONS:** Requisition #2-2020 Water – Fund 10 to 6 ---\$50,000.00  
Requisition #2-2020 Sewer – Fund 10 to 8 ---\$50,000.00

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

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

Modifications:

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**VISITORS RECOGNIZED:**

**OLD AUTHORITY BUSINESS:**

**BID OPENINGS (if any):**

➤

**PENNVEST PROJECT (JENS DAMGAARD, ESQUIRE):**

➤

**SOLICITOR’S REPORT:**

➤

**BOROUGH MANAGER’S REPORT:**

- Discussion on BTMA’s request to shut off water to BBWA customers for failure to pay BTMA sewer fees. Attorney Crabtree stated BTMA has the right to direct the shut-off of water by BBWA, however, it would be the responsibility of BBWA to post shut-off notices and actually do the shut-offs. BTMA could send notices to its customers informing them of their request to BBWA for shut-off if their account is not paid by a certain date. Attorney Crabtree also noted that there would need to be good communication between the BTMA and BBWA to ensure there hasn’t been any last-minute payments before shut-offs commence. BBWA is permitted to charge BTMA for additional clerical costs, as well as the cost of shut-off. All shut-offs involving residential tenants are required to be in compliance with the Utility Service Tenants Rights Act (USTRA), which basically requires at least 37 days’ notice to the landlord and at least 30 days’ notice to the tenant before shut off can occur. *Tabled until further discussion with Township and Amy Melius.*

**PUBLIC SERVICE DIRECTOR’S UPDATE (Brad Foor):**

- Public Works Department update
- Water Treatment Plant update
- Wastewater Treatment Plant update

**ENGINEER'S UPDATE (Tim Cooper/John Clabaugh):****WASTEWATER & WATER****1. CONSENT ORDER & AGREEMENT (COA)/ CSO REMOVAL PROJECT**

- Kukurin Contracting (Contract 2019-2) has submitted Pay Estimate No. 3 in the amount of **\$555,192.00** for the Authority to approve for work completed in January. (The payment is separated as follows: Sewer= \$248,970.42, Water= \$306,221.58)

- Continental Construction (Contract 2019-3) has submitted Pay Estimate No. 3 in the amount of **\$556,696.78** for the Authority to approve for work completed in January. (The payment is separated as follows: Sewer= \$403,568.89, Water= \$153,127.89)

- 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. 2 \$ 702,457.44  
Water Requisition No. 2 \$ 486,366.64

- A Project Budget Status Report is attached. Construction is currently moving along pretty much on schedule. Kukurin is approximately 23% complete with their contract and Continental is approximately 27% complete with theirs.

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

<b><u>Task</u></b>	<b><u>COA Date</u></b>	<b><u>Status</u></b>
Begin Project Design	February 1, 2018	Complete
Submit Permit Applications	February 1, 2019	Complete
Complete Final Plan Revisions & Specs	May 1, 2019	Complete
Receive DEP Approval of Permits	June 1, 2019	Complete
Receive Approval of PennDOT HOP	July 1, 2019	9/26/19
Submit PENNVEST Funding Application	August 1, 2019	Complete
Complete Acquisition of Easements	September 15, 2019	9/15/19
Receive PENNVEST Funding Offer	October 31, 2019	Complete
Advertise for Construction Bids	January 1, 2020	Complete
Open Construction Bids	February 15, 2020	7/1/2019
Award Contract for Construction	March 15, 2020	8/20/19
PENNVEST Loan Closing	April 15, 2020	11/26/19
Issue Notice to Proceed for Construction	April 30, 2020	10/14/19
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	

## **WASTEWATER**

### **1. INDUSTRIAL DISCHARGE LIMITS AND PRETREATMENT**

- We have completed facility tours of all industrial dischargers, including Kennametal. Baseline sample acquisition is ongoing. Follow ups with industries are occurring on a case-by-case basis. Bedford Burn Off performed testing on their new batch process last month and it failed. They are still working on the system and not discharging process water to the sanitary sewer.
- We are continuing with the headworks analysis to determine technically based local limit requirements for the WWTP. Sampling for the analysis will continue through September 2020.
- The Enforcement Response Plan and the Authority regulations have been provided to EPA for review and approval and we are waiting for their response.

### **2. FLOW METERING AT BTMA CONNECTION POINTS**

- We have awarded the contract to Kukurin Contracting at \$566,665.00 and a change order to reduce the contract by \$100,500 has been executed. The new contract amount is \$466,165 and the Notice to Proceed has been issued. We are now reviewing submittals for equipment to be provided by the contractor. Construction can begin when the submittals are approved. Kukurin is now indicating they are bringing in a separate crew to work on the meter installations. They have not provided a start date but we expect the work to begin in early March.

### **3. 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 and can begin working on this design when the Authority wishes to do so. Based on John Flick's recent discussions with Michael Gerardi, consideration is being given to switching from ferrous sulfate addition at the plant to a different chemical. This would 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. A decision on the chemical to be used will need to be made before any DEP construction permits are submitted.

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

- Stiffler McGraw is currently working on design of these sanitary sewer extensions that will add approximately 150 customers to the system. The design is expected to be complete by Spring 2020 and construction could potentially start sometime in early 2021 depending on permitting and funding.

## **WATER**

### **1. J.C. SMITH RESERVOIR DAM/ WATER SYSTEM EVALUATION**

- We have submitted the H2O grant applications for the projects selected by the Authority. The dam projects require a 25% match while the water plant project will require a 33% match. PENNVEST loans can be used as the match. We have provided a response to DEP regarding the Authority's intention to rehabilitate the Smith Dam and provided a copy of the study to them. We have asked for their support of our H2O grant application. No response has been received from DEP.

- We have been receiving quotes from several geotechnical subconsultants to work with us on the design of the Smith Dam rehabilitation. Once we have received the quotes, we will put together a complete agreement for the design of the Smith Dam improvements only. We are reluctant to get started on the Smith Dam improvements design until we have received a response from DEP that indicates they are in agreement with the recommendations of the study. We will hold off on the other projects until a decision on the H2O grants is announced.

## **2. CHEMICAL FEED OPTION AT WTP**

- SMA provided a schematic plan and cost estimate for consideration by the Authority at a previous meeting. This item was included in the overall water system report as one of 2 schematic options to address chemical feed on the site. This work can be included in the overall water treatment plant project when it is completed. If the overall project is not done, this should be considered separately in 2021.

## **4. EMERGENCY ACTION PLANS (EAP)**

- SMA has updated the EAP for both dams, including inundation maps for both structures. This has all been uploaded to the DEP website and we are waiting for approval.

## **5. 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:

- Filter Bed Evaluation Program proposal has been submitted for M.A.B.B review and is included in the 2020 budget. This was completed in January. Working on the report and media has been sent out to lab for analysis.
- Water System Service Map (*non GIS*) is nearly complete (need additional Lead and Copper site locations added to the Map). This is done.
- Uninterrupted System Service Plan-ongoing (75% complete) *Due by August 19, 2020*. Although this is nearing completion, we recommend holding off until the due date before submitting it since DEP will require that you begin implementing the plan immediately.
- Source Water Protection Plan- ongoing 15% complete.

## **6. NOTICE OF VIOLATION**

- SMA was made aware of an NOV received by the water system for the filter rehabilitation work that was done earlier this year. The Public Water Supply Minor Permit Amendment has been completed and the permit application was submitted to DEP. The approved permit was received this month.

## **7. TREATMENT PLANT NPDES PERMIT RENEWAL**

- SMA is assisting with permit renewal application. Work is 5 to 10% complete. This is the permit for discharge of backwash water.

**STORMWATER**

**1. SOUTHWEST BOROUGH FLOODING**

- During recent heavy rain events, many homes in the southwest portion of the Borough 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<sup>th</sup>. 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. We still have not heard from the Township since that information was provided.

**NEW AUTHORITY BUSINESS:**

**CHAIRPERSON’S BUSINESS:**



**ADJOURNMENT:** Motion \_\_\_\_\_ Time \_\_\_\_\_

**REMINDERS:**

- Monthly Authority Meeting ~ Monday, March 9<sup>th</sup> @ 4:00 p.m.**
- Monthly Authority Meeting ~ Monday, April 13<sup>th</sup> @ 4:00 p.m.**
- Monthly Authority Meeting ~ Monday, May 11<sup>th</sup> @ 4:00 p.m.**
- Monthly Authority Meeting ~ Monday, June 8<sup>th</sup> @ 4:00 p.m.**
- Monthly Authority Meeting ~ Monday, July 13<sup>th</sup> @ 4:00 p.m.**
- Monthly Authority Meeting ~ Monday, August 10<sup>th</sup> @ 4:00 p.m.**
- Monthly Authority Meeting ~ Monday, September 14<sup>th</sup> @ 4:00 p.m.**
- Monthly Authority Meeting ~ Monday, October 12<sup>th</sup> @ 4:00 p.m.**
- Monthly Authority Meeting ~ Monday, November 9<sup>th</sup> @ 4:00 p.m.**
- End of Year Budget Meeting ~ Monday, November 30<sup>th</sup> @ 4:00 p.m.***
- Monthly Authority Meeting ~ Monday, December 14<sup>th</sup> @ 4:00 p.m.**

***REMINDER – All Authority Meetings beginning in January will be held at the Bedford Ambulance Building – Meeting Room (Entrance will be on the left side of the building – walk back to rear deck, enter door into meeting room)***