

May 11, 2020

MUNICIPAL AUTHORITY MINUTES

The Municipal Authority of the Borough of Bedford met on the above date at 4:05 p.m. on a Zoom Voice Call with members Matt Bullington, Larry Myers, Michael Meehan, Jeremy Speicher, Jim Gonsman, Scott Moxley, and Chris Bullington on the call. Borough Manager Barbara Diehl, Borough Secretary Beverly Geller, Assistant Borough Secretary Misty Hizer, Public Services Director Brad Foor, Solicitor Dean Crabtree and Tim Cooper, PE, of Stiffler, McGraw & Associates, Inc. were also on the call. John Clabaugh, PE, of Stiffler, McGraw & Associates, Inc. was not on the call.

Mr. Matt Bullington called the meeting to order at 4:05 pm.

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

- the Minutes of the March 9, 2020 Meeting,
- the list of Checks from March 10 to May 11, 2020,
- the May 11, 2020 Treasurers Report,
- Requisition 2020-04 Sewer (transfer of \$200,000.00 from Fund 10 to Fund 8)
- and Requisition 2020-04 Water (transfer of \$200,000.00 from Fund 10 to Fund 6).

Motion carried by a 7-0 roll call vote, Mr. Matt Bullington – aye, Mr. Myers – aye, Mr. Chris Bullington – aye, Mr. Gonsman – aye, Mr. Moxley – aye, Mr. Speicher – aye, and Mr. Meehan – aye.

Manager Diehl updated Authority Members that an email request was received from a citizen asking for relief for water and sewer costs. Solicitor Crabtree noted that Pennsylvania Municipal Authorities Association (PMAA) recommended that no shutoffs occur during the COVID – 19 pandemic. Public Utilities Commission (PUC) has made it illegal to turn off service to water and sewer customers at this time. MABB is not regulated by the PUC. Information was shared on actions taken by the Bedford Township Municipal Authority (BTMA), Greater Johnstown Water Authority (GJWA) and the Altoona Water Authority (AWA). BTMA issued bills with penalties but is not performing shut offs at this time. GJWA is accruing penalties, but not posting properties or performing shutoffs until after June 1, 2020. AWA is not accruing penalties or interest or performing shutoffs. All organizations are billing based on actual usage. It was noted that collections for MABB were ahead in comparison to collections for the same time in the billing cycle in 2019.

Manager Diehl shared she would tour two streets with George Spinelli, PennDOT, on May 15, 2020 to look at paving those sections in 2020. The condition of the streets has deteriorated with the heavy equipment working on the CSO Project.

Manager Diehl shared that the Fire Dept Building Project will be completed in June. The Borough Building Renovation Project is to begin in June.

Public Services Director Brad Foor shared that employees have completed several storm boxes except for paving.

Mr. Foor shared that the filter one repair is almost complete at the Water Treatment Plant (WTP). Gates are being replaced in the Clarifier. A water beak occurred on Barclay Street on May 11th due to an old pipe. There have been 42 water breaks with the CSO Project with most attributed to mismarked or accidentally hit service lines.

A water leak was recently discovered behind the firehall. The repair of the leak behind the firehall has reduced loss rates below 20%.

Mr. Foor shared that the Wastewater Treatment Plant (WWTP) is running well. Recent hard rains have shown that flow coming into the WWTP now comes in with slow gradual climbs instead of quick inflows that occurred prior to the start of the CSO Project.

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. 6 in the amount of \$263,264.45 for the Authority to approve for work completed in April. (The payment is separated as follows: Sewer = \$27,444.62, Water = \$235,819.83)
- Continental Construction (Contract 2019-3) has submitted Pay Estimate No. 6 in the amount of \$481,591.20 for the Authority to approve for work completed in April. (The payment is separated as follows: Sewer = \$227,466.54, Water = \$254,124.66)
- 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. 6 \$ 283,424.72 (Engineering = \$26,943.41, Interest = \$1,570.15)
 - Water Requisition No. 6 \$ 527,240.25 (Engineering = \$36,119.39, Interest = \$1,176.37)

Motion was made by Mr. Chris Bullington, seconded by Mr. Meehan, to approve Pay Estimate No. 6 from Kukurin Contracting and Pay Estimate No. 6 from Continental Construction along with PENNVEST Sewer Requisition No. 6 and PENNVEST Water Requisition No. 6. Motion carried by a 7-0 roll call vote, Mr. Matt Bullington – aye, Mr. Myers – aye, Mr. Chris Bullington – aye, Mr. Gonsman – aye, Mr. Moxley – aye, Mr. Speicher – aye, and Mr. Meehan – aye.

- A Project Budget Status Report is attached. Construction still appears to be a little ahead of schedule even though we lost a couple weeks with the shutdown. Kukurin is approximately 59.1% complete with their contract and Continental is approximately 64.1% complete with theirs.

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

Task	COA Date	Status
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

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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

2. DALESMEN DISTILLERY/BREWERY

- We have started having some preliminary discussions with the Architects and Engineers for this building regarding the water and sanitary sewer connections to serve this building. An issue may come up regarding the Authority regulations for the installation of a grease trap. Based on our review of the records, several years ago the Authority discussed a revision of the Rules & Regulations to include a requirement for grease traps, but it appears this was never formally adopted. This revision was adopted by the Bedford Township Municipal Authority and is included in their Rules and Regulations. It is recommended that the Authority reconsider adopting these requirements.

3. BEDFORD AREA HIGH SCHOOL EXPANSION

- We performed a review of the proposed land development plans for the expansion project. A copy of our review letter was provided to Manager Diehl. There are several issues the designers will need to address regarding water, sanitary sewer, and storm water. The provision of a grease trap may also potentially become an issue on this project. It appears they are removing an existing grease trap, but do not show that it will be replaced with a new grease trap. As is the case with the distillery, we do not have any regulations we can refer to for proper sizing, construction, and maintenance of the trap.

WASTEWATER

1. INDUSTRIAL DISCHARGE LIMITS AND PRETREATMENT

- Baseline sample acquisition is ongoing. Follow ups with industries are occurring on a case-by-case basis. Bedford Burn Off has not performed any new testing on their new batch process. They are still working on the system and not discharging process water to the sanitary sewer. We have requested an update on the status of the new system to be installed at Kennametal but still have received no response.

- 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. EPA has now asked us to enter the data we are collecting into a new spreadsheet they have developed, which is different than the one they originally provided to us. We really must comply with what they are directing us to do, and unfortunately it will take additional time to transfer the data into the new spreadsheet.

2. FLOW METERING AT BTMA CONNECTION POINTS

- Kukurin Contracting started construction of the metering sites this month and has approximately half of the manholes in place with electrical work and site grading remaining to be completed. They have submitted Pay Estimate No. 1 in the amount of \$110,925.00 for the Authority to review and approve.

Motion was made by Mr. Myers, seconded by Mr. Gonsman, to approve Pay Estimate No. 1 from Kukurin Contracting for the Metering Project. Motion carried by a 7-0 roll call vote, Mr. Matt Bullington – aye, Mr. Myers – aye, Mr. Chris Bullington – aye, Mr. Gonsman – aye, Mr. Moxley – aye, Mr. Speicher – aye, and Mr. Meehan – aye.

- As I mentioned in my last report, we are switching to a cable modem connection at each site (instead of cellular service) with a separate computer tower (now included in the contract) to be placed at the Wastewater Treatment Plant to record the data. This was expected to result in a deduction from the contract, and it did, but it required an additional conduit to be installed at each site between the manhole and the electrical panel which resulted in extra cost. Although this will require some additional upfront cost, it still is more economical in the long run since the cable service at each site will be provided at no cost to the Authority instead of having a monthly bill for cellular service at each site. To cover this additional cost, Kukurin has submitted Change Order No. 2, which requests an increase to the contract in the amount of \$10,495.56 and they are requesting a 5-day extension to the contract time to complete this work. A breakdown of how the costs were determined is attached to the change order.

Motion was made by Mr. Moxley, seconded by Mr. Meehan, to approve Change Order No. 2 for the Metering Project. Motion carried by a 7-0 roll call vote, Mr. Matt Bullington – aye, Mr. Myers – aye, Mr. Chris Bullington – aye, Mr. Gonsman – aye, Mr. Moxley – aye, Mr. Speicher – aye, and Mr. Meehan – aye.

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 investigations, 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 this Summer with construction on hold.

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 official response has been received from DEP. We received notification from DEP that the Todd Dam has also been designated as "unsafe." This may help with the priority being placed on the project during the evaluation of our grant application. There has also been discussion of an infrastructure stimulus bill being developed that may also be beneficial to these projects. We will continue to monitor the progress of the bill. We were previously told that the H2O grants would be announced in July but recently heard they will be delayed until at least September because of the shutdown.

- We have asked legislators to contact DCED (Department handling the H2O program.) to see if design costs incurred prior to the grant award can be considered reimbursable, since they are not in the current grant requirements. We believe this would provide some help in stimulating the economy some by getting projects moving forward to a "shovel ready" position to use any stimulus funds that become available. We have not received any response, but I think they have been busy with trying to get our area opened back up again.

- We have negotiated quotes from several geotechnical subconsultants to work with us on the design of the Smith Dam rehabilitation and have decided to work with Rizzo, which is the consultant that performed the review during our study. We are now working to put together a complete agreement for the design of the Smith Dam improvements only. We are reluctant to provide a final agreement for the Smith Dam improvements design until we have received a response from DEP that indicates they agree with the recommendations of the study. We expected to have a formal response from DEP already, based on some recent telephone conversations with them, but that may have been delayed by the shutdown.

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.

3. 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 recently received comments back from DEP and are working to address them.

4. 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 was completed in January. Working on the report and media has been sent out to lab for analysis.
- 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.

5. 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.

6. CLARK WATER EXTENSION

- We received plans and submittals for this line extension. There are still some issues we would like to see addressed before construction begins. Guyer Brothers will be doing the work for Clark and we expect construction to begin shortly after the outstanding issues have been addressed. Stiffler McGraw will provide a full-time inspector on site during construction. The costs will be invoiced to the Authority and Clark will reimburse the Authority for those costs.

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

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Monday, July 29th. We learned about what types of projects would be eligible and how they could potentially be funded. The Township indicated they would investigate 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 formally heard from the Township since that information was provided. I was told by Township Supervisor Chairman Greg Crist that they are “working on something.”

There being no further business, a motion to adjourn was made at 4:41 p.m.