

**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):** June 8, 2020 Meeting

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

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

Modifications:

\_\_\_\_\_  
\_\_\_\_\_

**CHECKS:** June 9, 2020 to July 13, 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:** July 13, 2020

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

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

Modifications:

\_\_\_\_\_  
\_\_\_\_\_

**REQUISITIONS:** Requisition #5-2020 Water – Fund 10 to 6 ---\$125,000.00  
Requisition #5-2020 Sewer – Fund 10 to 8 ---\$150,000.00

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):

- Liquid Propane Gas for the Water Treatment Plant and Wolfsburg Pump Station  
*See Bid Tabulation Sheet*

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

➤

**SOLICITOR’S REPORT:**

➤

**BOROUGH MANAGER’S REPORT:**

- 2021 Paving
- Update on Solar Panel Installation
- Update on Borough Building Renovation Plans - *Timetable on FD Project & Borough Renovation*
  - Abatement occurred the week of June 22<sup>nd</sup>
  - Construction began the week of June 29<sup>th</sup>
- Water System Report
  - Press Release issued on Thursday, July 9<sup>th</sup> (Request to Voluntarily Conserve Water)
  - Reservoir Levels     **Smith** 38.18'           **Todd** 29.21'  
  35.18' (Full)                   30.38' (Full)

**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. 8 in the amount of **\$318,411.04** for the Authority to approve for work completed in June. (The payment is separated as follows: Sewer= \$190,836.02, Water= \$127,575.02)
- Continental Construction (Contract 2019-3) has submitted Pay Estimate No. 8 in the amount of **\$219,681.29** for the Authority to approve for work completed in June. (The payment is separated as follows: Sewer= \$165,559.64, Water= \$54,121.65)
- We have prepared requisitions for the Authority to request funds from PENNVEST to pay the Construction, Interest and Engineering costs for this month. The PENNVEST requisitions we have prepared are as follows:

Sewer Requisition No. 8 \$ 380,060.93 (Engineering= \$21,526.81, Interest= \$2,138.45)  
 Water Requisition No. 8 \$ 220,377.13 (Engineering= \$36,503.78, Interest= \$2,176.68)

- Motion to authorize Pay Estimate No. 8 for Kukurin Contracting in the amount of \$318,411.04, Pay Estimate No. 8 for Continental Construction in the amount of \$219,681.29, Sewer Requisition No. 7 in the amount of \$283,424.72 and Water Requisition No. 7 in the amount of \$527,240.25.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote ( \_\_\_\_ - \_\_\_\_ )

- A Project Budget Status Report is attached. Construction is still ahead of schedule and we expect all work to be complete by mid to late August.

-Kukurin is approximately 80.4% complete with their contract, with only the overlay of Pitt Street remaining to be completed. All pipe is in the ground and tested. We issued a Substantial Completion Certificate for the piping and appurtenances only this month, but not for any restoration. Kukurin does not anticipate having any crews on site until PennDOT gives them permission to proceed with the overlay of Pitt Street.

-Continental is approximately 84.4% complete with their contract with only a small amount of pipe remaining to be installed in the Southwest portion of the Borough.

- For reference, below is the condensed timeline for the Consent Order Agreement (COA):

<u>Task</u>	<u>COA Date</u>	<u>Status</u>
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	

- I provided additional information to each of you this month by email regarding the reconstruction of Lafayette Avenue, Hammer Street, and Indiana Avenue. By an email vote a majority selected to proceed

with Option 1 for Lafayette Avenue. We will need to formalize that selection with a vote at this meeting, as discussed last month.

## **2. DALESMEN DISTILLERY/BREWERY**

- Last month, we had a teleconference with the Architects and Engineers for this building regarding the water and sanitary sewer connections to serve this building. During that meeting, we were asked what the Authority regulations are for the installation of a grease trap. As you will recall, our review of the records found that 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. We had to answer the Dalesmen representatives honestly by saying that while the Authority is currently considering grease trap regulations, there currently are no regulations in place. We told them we want a grease trap on this facility and will work with them as they develop a design for the grease trap. Due to site constraints, the trap may need to be installed within the building, unless something is worked out to install it on the adjacent Borough property.

- I believe the Authority members were previously provided a revision that was adopted by the Bedford Township Municipal Authority and is included in their Rules and Regulations. It is recommended that the Authority consider adopting these requirements in the event this situation comes up again in the future.

## **3. BEDFORD AREA HIGH SCHOOL EXPANSION**

- We previously performed a review of the proposed land development plans for the expansion project. A copy of our review letter was provided to Manager Diehl. The Engineers for the school district provided a response to our original comments. There are still a few minor issues the designers will need to address regarding water, sanitary sewer, and storm water and we have noted our concerns in a response to their second submittal. The provision of a grease trap was also be an issue on this project, but they are now replacing the existing grease trap with a new grease trap that appears to meet the requirements of the proposed regulations. Our biggest concern is that they are proposing a second connection to the sanitary sewer on Watson Street and do not show a grease trap on this connection. We have asked for clarification on what facilities will be connected to this line.

## **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 updated batch process. It is our understanding that they are low on production and not generating enough process discharge to get the representative samples we would need. They are still not discharging process water to the sanitary sewer and because of the current low flows, it may be more economical to continue hauling waste. We have not received any updates on the status of the new system to be installed at Kennametal, but they have been providing manifests of material being hauled away to Amy at BTMA.

- 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.

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

- Kukurin Contracting is nearing completion of the metering sites and has all the manholes in place with only cable communication service remaining to be completed. They have submitted Pay Estimate No. 3 in the amount of **\$10,859.56** for the Authority to review and approve.

➤ Motion to authorize Pay Estimate No. 3 for Kukurin Contracting in the amount of \$10,859.56.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote ( \_\_\_\_ - \_\_\_\_ )

- Once the electrical service has been completed, we will be scheduling a start-up and a final inspection. The Township Authority has asked to be involved in the start-up and final inspection. They would also like to have a joint meeting to discuss the responsibilities and accessibility for the meter vaults, as well as the availability of the data.

## **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 and permit applications will be submitted. The BTMA has chosen to put a hold on the construction of this work for the time being and will decide at a later date when to proceed with construction.

## **WATER**

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

- We submitted 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 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 and apparently has been delayed because they have not been allowed in their offices since mid-March. They told us last week they may be permitted to get in the offices soon so they can provide a formal response. We were previously told that the H2O grants would be announced in July but recently received official word they will be delayed until at least September because of the shutdown and will most likely be later than that.

- 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 waiting to provide a final agreement for the Smith Dam

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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 and their inability to go to their offices.

## **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 responded to comments from DEP. The information has been uploaded and we are still waiting for DEP approval.

## **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 has been completed.
- Uninterrupted System Service Plan-ongoing (75% complete) *Due by August 19, 2020*. A draft of the plan was provided to John Whitmore for review and comment.
- Source Water Protection Plan- ongoing 15% complete.
- Drought Contingency Plan- It was recently discovered that the plan needs to be updated. We will be working with John Whitmore on this.

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

- SMA completed the permit renewal application and it was submitted prior to the July 4<sup>th</sup> deadline.

## **6. CLARK WATER EXTENSION**

- All the outstanding issues were addressed, and Guyer Brothers began work on this extension a few weeks ago. The stream crossing is completed and most of the main has been installed using directional drilling. They still have several connections to make and vaults to install. Work is expected to be complete in August. Stiffler McGraw is providing 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 29, 2019. 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 formally heard from the Township since that information was provided. I was told previously by Township Supervisor Chairman Greg Crist that they are “working on something.”

- I discussed this with Greg Crist at the June 10<sup>th</sup> BTMA meeting, and he told me the Township has been working on something but would not elaborate on just what that is, although he did say they are working on getting abandoned vehicles removed from a property just south of the Borough. He said it was “probably about time to have a meeting since it has been a while since we got together.” He said to have the Borough contact the Supervisors to set up a meeting so we can discuss it further.

**2. MANN STREET STORMWATER EVALUATION**

- As directed at last month’s meeting, we have looked at the stormwater issues in the area of Mann Street and explored options to correct the issue. We have 2 options to present to the Authority for review. In either of the options we prepared, the required size of the pipe to be installed along Mr. Frye’s property would be 30” diameter.

**NEW AUTHORITY BUSINESS:**

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**CHAIRPERSON’S BUSINESS:**

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

**REMINDERS:**

- 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.**