

MUNICIPAL AUTHORITY MINUTES

The Municipal Authority of the Borough of Bedford met on the above date at 4:00 p.m. with members Matt Bullington, Larry Myers, Michael Meehan, Jeremy Speicher, Jim Gonsman, Scott Moxley, and Chris Bullington in attendance. Borough Manager Barbara Diehl, Assistant Borough Secretary Misty Hizer, and Tim Cooper, PE, of Stiffler, McGraw & Associates, Inc. were also present.

Borough Secretary Beverly Geller, Public Services Director Brad Foor and John Clabaugh, PE, of Stiffler, McGraw & Associates, Inc. were absent.

Visitors in attendance included Michael Lamb of Wessel & Company.

Motion was made by Mr. Meehan, seconded by Mr. Moxley, to approve the Minutes of the June 8, 2020 Meeting. Motion was carried by unanimous vote (7-0).

Solicitor Crabtree joined the meeting at 4:04 p.m.

Motion was made by Mr. Chris Bullington, seconded by Mr. Gonsman, to approve the list of unpaid Municipal Authority Fund 10 Invoices from June 9, 2020 to July 13, 2020. Motion approved by unanimous vote (7-0).

Motion was made by Mr. Meehan, seconded by Mr. Chris Bullington, to approve the July 13, 2020 Treasurer's Report. Motion approved by unanimous vote (7-0).

Motion was made by Mr. Speicher, seconded by Mr. Chris Bullington, to approve Requisition #5-2020 Water – Fund 10 to 6 in the amount of \$125,000.00 and Requisition #5-2020 Sewer – Fund 10 to 8 in the amount of \$150,000.00. Motion approved by unanimous vote (7-0).

Michael Lamb with Wessel & Company presented the Authority's 2019 audit.

Visitor Dave Frye joined the meeting at 4:18 p.m.

Engineer Cooper updated the Authority on the study conducted for the Mann Street stormwater. Two options were presented. The first option included installation of new pipe that would take the stormwater down Mann Street to the river for an estimated cost (excluding engineering/permit fees) of \$215,426.40. Option two included tying into existing downstream pipes, as well as replacement of some lines down to Railroad Street and into an inlet on N. Richard Street for an estimated cost (excluding engineering/permit fees) of \$384,463.20. The Authority requested additional information from Mr. Cooper and the discussion was tabled.

Mr. Frye exited the meeting at 4:44 p.m.

Bids were opened for liquid propane (LP) gas for the Water Treatment Plant and Wolfsburg pump station.

- Bid from Amerigas was received for a fixed price of \$1.5887 per gallon. Vendor cost was \$0.62 per gallon and vendor markup was \$0.35 per gallon, for a total cost of \$.97 as of July 10, 2020.

- Bedford Valley Petroleum submitted a bid with vendor cost of \$0.4743 per gallon and \$0.35 vendor markup, for a total cost of \$.9243 as of July 10, 2020.

Motion was made by Mr. Chris Bullington, seconded by Mr. Gonsman, to award the bid to Bedford Valley Petroleum for a variable cost of \$.9243 as of July 10, 2020. Motion was carried by unanimous vote (7-0).

Manager Diehl noted that she is still working on 2021 paving details.

Manager Diehl briefed the Authority on the status of the solar panel project. The project is currently on hold, as a lease agreement is currently being negotiated with the Bedford County Fair Board for additional acreage.

Manager Diehl noted the Bedford Fire Department's final walkthrough of their new building is scheduled to take place July 16, 2020. Renovations of the Borough building are underway with abatement having occurred the week of June 22, 2020 and construction began the week of June 29, 2020.

Solicitor Crabtree updated the Authority on the eminent domain filing for the Hollington property. Preliminary objections have been filed by Ms. Hollington's counsel and Solicitor Crabtree will request an expedited hearing from the court.

Michael Meehan exited the meeting at 5:19 p.m.

Manager Diehl noted a press release was issued on July 9, 2020, requesting a voluntary conservation of water due to low levels in the Raystown Branch of the Juniata River. The Smith Reservoir water level was at 35.47' (35.18' full) and the Todd Reservoir water level was at 29.25' (30.38' full).

ENGINEER'S UPDATE (Tim Cooper/John Clabaugh):

WASTEWATER & WATER

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

Mr. Cooper updated the Authority on the restoration efforts of the project. No restoration has been accepted at this point. Acceptable conditions include appropriate grading and visible vegetation, which will be determined at the final walk through. Should restoration not be acceptable, the Authority has the legal right to withhold funds until all complaints are addressed and work is satisfactorily completed or the withheld funds can be used to hire a landscaper to complete restoration. There is also a one-year warranty on restoration.

- 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 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 was made by Mr. Gonsman, seconded by Mr. Chris Bullington, to approve Pay Estimate No. 8 from Kukurin Contracting and Pay Estimate No. 8 from Continental Construction, along with PENNVEST Sewer Requisition No. 8 and PENNVEST Water Requisition No. 8. Motion carried by unanimous vote (6-0).

- 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.

<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	
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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.

Motion was made by Mr. Chris Bullington, seconded by Mr. Gonsman, to approve paving Option 1, which includes 4.5” of milling and 4.5” of asphalt on Hammer Street for \$44,908.00, 3” of milling and 3” of asphalt on Indiana Avenue for \$9,765.00, and 8.5” of milling, 4” of stone sub-base and 4.5” of asphalt on Lafayette Avenue for \$62,728.65, plus mobilization for \$2,500.00. Grand total is \$119,901.65. Motion carried by majority vote (5-0-1), with Mr. Speicher abstaining due to a conflict of interest.

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.

Motion was made by Mr. Gonsman, seconded by Mr. Moxley, to adopt grease trap rules and regulations. Motion carried by unanimous vote (6-0).

Mr. Chris Bullington exited the meeting at 5:49 p.m.

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

- 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 was made by Mr. Myers, seconded by Mr. Gonsman, to authorize Pay Estimate No. 3 for Kukurin Contracting in the amount of \$10,859.56. Motion carried by unanimous vote (5-0).

- 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 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 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 4th deadline.

6. CLARK WATER EXTENSION

- We received revised plans and additional submittals for this line extension, based upon our initial review. There are still some issues we should have 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 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 10th 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.

There being no further business, a motion to adjourn was made at 5:59 p.m.