

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, Chris Bullington, Scott Moxley, and Michael Meehan in attendance. Authority members Jim Gonsman and Jeremy Speicher, Public Services Director Brad Foor and Tim Cooper, P.E., of Stiffler McGraw & Associates, attended via telephone due to COVID-19 state-mandated gathering limitations. Borough Manager Barbara Diehl, Assistant Borough Secretary Misty Hizer, and Solicitor Crabtree were also present.

Authority member Larry Myers and Borough Secretary Beverly Geller were absent.

Future Authority member Joshua Leibfreid was also in attendance via telephone.

Motion was made by Mr. Meehan, seconded by Mr. Moxley, to approve the Minutes of the November 9, 2020 Meeting. Motion was carried by unanimous vote (5-0).

Tim Cooper joined the meeting via telephone at 4:01 p.m.

Motion was made by Mr. Chris Bullington, seconded by Mr. Meehan, to approve the list of unpaid Municipal Authority Fund 10 Invoices from November 10, 2020 to December 14, 2020. Motion approved by unanimous vote (5-0).

Authority member Jim Gonsman jointed the meeting via telephone at 4:02 p.m.

Motion was made by Mr. Moxley, seconded by Mr. Chris Bullington, to approve the December 14, 2020 Treasurer's Report. Motion was approved by unanimous vote (6-0).

Motion was made by Mr. Meehan, seconded by Mr. Chris Bullington, to approve Requisition #9-2020 Water – Fund 10 to 6 in the amount of \$28,000.00 and Requisition #9-2020 Sewer – Fund 10 to 8 in the amount of \$55,000.00. Motion was approved by unanimous vote (6-0).

Manager Diehl reminded the Authority that a reorganization will occur during the January 2021 meeting.

Manager Diehl discussed proposed tentative dates for 2021 scheduled meetings with the Bedford Township Municipal Authority of March 24, 2021 at 8 a.m. and September 22, 2021 at 8 a.m. Due to COVID-19 uncertainties, Manager Diehl will need to further discuss the entire 2021 meeting schedule with Solicitor Crabtree before finalizing.

Motion was made by Mr. Chris Bullington, seconded by Mr. Meehan, to adopt the 2021 budgets for Fund 10 and Fund 12. Motion was approved five-to-one (5-1), with Mr. Moxley voting “nay.” Mr. Moxley noted he does not think Bedford Township Municipal Authority should be paying less than the actual cost of sewer.

Motion was made by Mr. Chris Bullington, seconded by Mr. Meehan, to approve the following resolutions:

- Resolution 2020-02 W, which amends “Attachment “D” Schedule of Rates and Fees” of the Authority’s Rules and Regulations, that increases the rate per 1,000 gallons of water used by five (5.0%) percent or from \$13.65 to \$14.35. The increase will take effect for customer usage for the first (1st) quarter in 2021. Motion was approved by unanimous vote (6-0).

- Resolution 2020-02 S, which amends the Authority’s Schedule of Rates that increases the rate per 1,000 gallons of sewer used by five (5.0%) percent or from \$14.15 to \$14.85 and \$11.10 to \$11.65 for Bedford Township Municipal Authority. The increase will take effect for customer usage for the first (1st) quarter in 2021. Motion was approved five-to-one (5-1), with Mr. Moxley voting “nay.” Mr. Moxley reiterated that he does not think Bedford Township Municipal Authority should be paying less than the actual cost of sewer.

- Resolution 2020-03 W, which amends “Attachment “A” Connection Fees” of the Authority’s Rules and Regulations, to establish “Inspection Fees” starting at \$200.00, “Inspection Fees and Material Charges” starting at \$475.00, and “Connection Fees” starting at \$2,600.00. The new rates will take effect January 1, 2021. Motion was approved by unanimous vote (6-0).

- Resolution 2020-03 S, which amends the Sewer Tap Fee to “Starting at \$1,500.00” and increases the “Inspection Fee” to \$200.00. The new rates will take effect January 1, 2021. Motion was approved by unanimous vote (6-0).

- Resolution 2020-04 W, which amends “Attachment “B” Water Meter Fees” of the Authority’s Rules and Regulations, to establish water meter fees as follows: ¾” meter at \$200.00, ¾” meter and pit at \$1,000.00, 1” meter at \$300.00, 1.5” meter at \$1,750.00, 2” meter at \$2,000.00, and meters larger than 2” will require customers to obtain a quote from MABB. The new rates will take effect January 1, 2021. Motion approved by unanimous vote (6-0).

Motion was made by Mr. Meehan, seconded by Mr. Moxley to approve the Engineering Services Agreement with Stiffler, McGraw & Associates, Inc. for 2021. Motion approved by unanimous vote (6-0).

Public Services Director Foor updated the Authority on current events. The Public Works department is preparing for a large snow storm. The water treatment plant is running well, the reservoirs are overflowing and cross-training between employees is ongoing. The wastewater treatment plant is running well also and routine maintenance is being conducted.

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

WASTEWATER & WATER

CONSENT ORDER & AGREEMENT (COA)/ CSO REMOVAL PROJECT

- Kukurin Contracting (Contract 2019-2) has submitted Pay Estimate No. 12 in the amount of \$116,896.14 for the release of all retainage. (The payment is separated as follows: Sewer=\$65,263.30, Water=\$51,632.76). There is a discrepancy within the PENNVEST system of \$.08 due to rounding of retainage in the system throughout the project.

- Continental Construction (Contract 2019-3) did not submit a payment request this month. There only remains \$10,000 in retainage to be paid.
- 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. 13 \$ 72,670.23 (Engineering = \$4,630.50, Interest = \$2,776.43)
 - Water Requisition No. 13 \$ 61,208.15 (Engineering = \$6,534.13, Interest = \$3,041.26)

Motion was made by Mr. Moxley, seconded by Mr. Chris Bullington, to approve Pay Estimate No. 13 from Kukurin Contracting in the amount of \$116,896.14, along with PENNVEST Sewer Requisition No. 13 in the amount of \$72,670.23 and PENNVEST Water Requisition No. 13 in the amount of \$61,208.15. Motion carried by unanimous vote (6-0).

- A Project Budget Status Report is attached.
- Both contracts have completed the punch lists that were generated with issues that need to be addressed by the contractors. We will re-visit some of the yard areas in the spring to see if grass has established and we will tour the entire project area in 11 months to see if there are any issues to be addressed before the warranty runs out. Final Inspections were held with PennDOT and Bedford Township for their streets. There were no issues with state roadways, but there is some settlement on a Township street that Continental will need to address in the spring.
- 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	8/20/2019
PENNVEST Loan Closing	April 15, 2020	11/26/2019
Issue Notice to Proceed for Construction	April 30, 2020	10/14/2019
Complete Construction of Phase 1 Improvements	July 30, 2021	10/08/2020
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	

DALESMEN DISTILLERY/BREWERY

Based on our discussion at October’s meeting, a letter was sent to the consultants for the project outlining what the Authority agreed to. We have not received any response to date. As you will recall:

- Waivers of the following rules and regulations were granted by the Authority:

- Waiver of the requirement for the grease interceptor to be located outside.
- Waiver of the minimum size requirement of 750 gallons.

- The following conditions were incorporated within the approval:
 - Require increased short-term inspection frequency of the system to confirm no grease carry-over into the sanitary sewer.
 - Require that they install an upsized tank (Shier Model GB-250, 277-gallon capacity) to accommodate increase loadings from facility expansion.

BEDFORD AREA HIGH SCHOOL EXPANSION

- There are still a few minor issues the designers will need to address regarding water, sanitary sewer, and storm water and we noted our concerns in a response to their second submittal but have not received a reply. 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. During a Zoom conference on Wednesday, the consultants stated they would be providing their response shortly.

WASTEWATER

INDUSTRIAL DISCHARGE LIMITS AND PRETREATMENT

- There are currently nine industries that we believe will need to be issued permits and we are working on developing the permits.

- Kennametal has completed their initial startup related to the reverse osmosis treatment system. The results show that the unit will be effective at meeting the maximum concentration limits defined in the Authority's rules and regulations, however, the filtrate from the unit is highly aggressive. Kennametal has been made aware that the permitting process will not proceed until they can demonstrate that the filtrate water will not impact the collection system and/or wastewater treatment facility.

- Bedford Burn Off has contacted SMA regarding testing of their system. SMA followed up with Bedford Burn Off Industrial Treatment Consultant (Kroff) to schedule a date. Kroff has informed SMA that Bedford Burn Off is not ready to test the unit at this time. SMA is waiting for additional correspondence related to a startup timeline. They are still not discharging process water to the sanitary sewer.

- SMA is working on completion of the Industrial Pretreatment Program Report for submission to EPA. This report will combine all analytical testing results to determine new WWTP loadings for Industrial Users.

FLOW METERING AT BTMA CONNECTION POINTS

- The calibration of the metering manhole near Riverview Court was finalized. This metering manhole sees approximately 1/3 of all BTMA sewerage, so its accuracy is very important to the overall BTMA flow accuracy. Due to the difference in the flume style at this metering manhole, compare to the other

metering manholes, it had been providing questionable data until last week. The data gathered by the Riverview Court metering manhole over the past week appears to be more in line with what would be expected. Measured flow data at Riverview Court is being compared to the metered data from the Old Bedford Village Pump Station (which is upstream of Riverview Court) and has trended similarly.

- The flows measured by the open channel meters will continue to be analyzed relative to BTMA pump stations and water usage. Any manholes with possibly errant data will be verified by installing John Flick's portable meter in a nearby manhole in comparing the flows (as was done at Riverview Court).

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. 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 should 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. However, a chemical supplier has indicated they may be willing to provide a double wall tank on-site. We will be investigating this possibility further. A decision on the chemical to be used will need to be made before any DEP construction permits are submitted.

BTMA AREAS 5 & 6- CARA HEIGHTS/SUNRISE TERRACE & SUNNYBROOK/ HAFER

- Stiffler McGraw is currently working on design and permitting for these sanitary sewer extensions that will add approximately 150 customers to the system. The design is expected to be complete soon 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

J.C. SMITH RESERVOIR DAM/WATER SYSTEM EVALUATION

- We submitted H2O grant applications for the projects selected by the Authority, but unfortunately none of our projects were selected for the grant funding.
- At the last Authority meeting, we presented the Authority with an ESA for this project. At that time, the Authority authorized the onset of survey activities and indicated that they intended to review the ESA and potentially act on it at the next meeting. SMA representatives are available to address any concerns the Authority may have regarding the ESA.

CHEMICAL FEED OPTION AT WTP

- SMA provided schematic plan and cost estimates for consideration by the Authority at a previous meeting. This item was included in the overall water system report as one of the two schematic options to address chemical feed on the site.

- It has been conveyed to us by MABB staff that there is a desire to budget for completion of design activities and possibly construction activities associated with this project in 2021. As such, we will hold off on authoring an ESA at this time.

EMERGENCY ACTION PLANS (EAP)

- SMA 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 and/or PEMA approval.

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:
 - Source Water Protection Plan- ongoing 15% complete. This may not move very quickly because part of the process is conducting public meetings, which currently is a problem.
- There are a few items coming up regarding DEP/EPA regulatory compliance:
 1. Corrective Action Plan for the Lakewood Booster Station because of the findings of the USSP. Will result in the need for an emergency generator on site. John Whitmore is currently working on this and it has been included in the 2021 budget.
 2. EPA is sending letters out to water systems that serve between 3,300 and 50,000 people requiring the completion of America's Water Infrastructure Act (AWIA) Risk and Resilience Assessment. The assessments need to be completed and certified by June 30, 2021. We have budgeted for completion for this Assessment in 2021.

CLARK WATER EXTENSION

- All lines have been installed and tested and the Clark Building is connected to the system. We need to schedule a walkthrough inspection and still need as-built drawings from Clark before the line is officially turned over to the Authority.

STORMWATER

SOUTHWEST BOROUGH FLOODING

- Many homes in the southwest portion of the Borough have 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.

- A follow-up meeting was held on September 10, 2020 and it does not appear that the Township has done a significant amount of work toward correcting the situation. However, we learned this month that the Township is working to obtain a grant to construct some stormwater detention facilities at the southern end of the Borough. We have been assisting their effort by providing any information we have on homes that have been flooded in the southwestern Borough.
- Mr. Cooper noted that a letter was received from the Bedford Township engineer regarding stormwater entering the Borough from the Township in the North Street/Orchard Way area. An assessment of area will need to be conducted during a hard rain.

There being no further business, a motion to adjourn was made at 5:03 p.m.