

**BELLEFONTE BOROUGH AUTHORITY MEETING
MARCH 1, 2016**

CALL TO ORDER

The regular meeting of the Bellefonte Borough Authority was called to order at 6:00 p.m. by Authority Vice-Chair Frank Halderman in the Bellefonte Borough Municipal Building.

Pledge of Allegiance:

ROLL CALL

Members Present: Halderman, Thal, Clark, Walker

Members Excused: Beigle, Badger, Brown,

Staff Present: Ralph Stewart, Borough Manager
Eric Lundy, Nittany Engineering
Bob Decker, Nittany Engineering
Bob Cook, WWTP
Matt Auman, Public Works

Guests: John Kostas, David Kurtz

APPROVAL OF MINUTES

- Mr. Clark made a motion to approve the minutes of February 2, 2016. Mr. Thal seconded the motion. A voice vote was unanimous to accept the minutes as presented.

COMMUNICATIONS

ORAL

- Dave Kurtz addressed the Authority. For years they have wanted to relocate their whitewater kayaking headquarters from where it is now along Sunnyside Boulevard on the left to the right side. The reason they want to relocate is to get away from having the people cross the railroad tracks all the time because of increased railroad traffic. There has not been any trouble with the railroad, but they would like to keep things safe with the headquarters located on the right side of the stream. They need to have a boathouse with changing facilities; restroom facilities and storage of boats. The problem is they are squeezed between Spring Township frontage requirements, which is along the highway and the sewer lines that go along the right side of the stream. They are fairly certain where the sewer lines are but they need to know how far they need to stay away from the sewer line for a building structure. They also need to be out of the flood plain. He provided drawings of the site where they propose building. He was

advised that there are utility easements through there. The only catch 22 is that SWBJA has their there as well. Theirs runs parallel to the Borough lines. The site they have cleared out is closer to the SBWJA lines than the Borough lines. They are only planning to have a slab structure for the foundation. Dave reported in that area the sewer line is approximately 5' away. That is a big sewer line and it would be best to be at least 10' away from it. Dave left drawings with Mr. Stewart. He will look at the drawings and find out exactly where the lines are and then will get in touch with Dave.

WRITTEN

- An email from the Pennsylvania Rural Water Association providing information on a seminar that will be held on April 28, 2016 from 8:00 a.m. – 3:30 p.m. at the City of Dubois Maintenance Building, 10 Parkway Drive, Dubois, PA. The cost for PRWA members is \$85.00 and for non-members it is \$120.00. Supplies, materials and lunch are included with registration.

- A copy of a letter Mr. Stewart sent to Kimberly George, Council 83 Representative in regard to the letter of January 15th referring to Safe Working conditions. That should be resolved by the end of March.

COMMITTEE REPORTS

Finance Committee –

- Mr. Stewart provided the report. For the Water Fund the Checking Account balance is \$278,956.07; The Reliance Savings Bank balance for the Pump House upgrade is \$350,188.10. The year-to-date fund has a net income of \$48,904.53. The Corning Pump House Loan balance as of February 25, 2016 is \$330,921.80. As of February 29, 2016 we are 17% through the year. The Water Meter loan was paid off in January 2016.

- The Sewer Fund cash balances as of February 25, 2016 are: Checking-\$119,251.93; Bond Redemption - \$245,704.39; and the Money Market Fund is \$1,091,225.64. The Reliance Loan balance as of February 25, 2016 is \$673,819.51. The Penn Works Loan balance is \$3,587,088.72.

ENGINEER'S REPORT:

Water Report - by Eric Lundy

Corning Pump House - Pump Upgrades – A formal conversation has been started with the contractor. He is over his contracted time period. He responded back with his reasons why. Some reasons are valid and some are not. He requested a time extension. NEA responded formally with a letter stating you are past your contract time period. The Authority, per the contract, can assess liquidated damages. At this point Eric is not recommending that because he is not sure what the damages would be, and you would need to show what the damages are. At this point, based on what he has seen, they are putting forth a good faith effort to get rolling. Matt stated they are making progress. Once they finally got their equipment, which everyone knew would be the big lead time going in to this. Eric felt they could have been doing some

things up front sooner, such as the concrete the transformer pad and contacting West Penn Power. They just contacted West Penn Power last week and are trying to push the blame for delays. They requested a time extension until May. Eric feels the Authority uses leverage with liquidated damages and say they won't be assessed at this point, but reserve the right to. He recommends they be given an extension of 60 days until the end of April. Part of their reasoning was they didn't want to take a pump off line for any longer than they had to. They wanted to make sure everything was lined up, and the Authority agreed with that. At the last meeting Mr. Halderman said to light a fire under them, which NEA did and they are paying attention now. A formal schedule has not been received, but an email schedule has been received. Based on the email schedule they are showing they are going to be there and working and moving forward and being productive.

They have proposed a change in electrical gear location, which was reviewed by NEA and they are fine with it. It is actually a betterment. They said the initial design was incorrect, which is not true. The electrical engineer verified that everything fits per the original design based on the submittal. What they proposed will work and will be more efficient. NEA requested they submit information because they feel there should be a deduct on the contract because of the reduced labor. There was a request to change from the cable tray to conduit for electrical. Strouse indicated that is how he bid the job originally so there will be no price difference. The motors are stored in the garage. Mr. Halderman feels there should be a deduct for that because he talked about building a hot box to keep them heated and dry until they were installed. NEA will keep an eye on that.

They contacted West Penn Power to let them know they are ready to be put on the schedule for the power switch over. That is out of everybody's control now except West Penn Power.

Part of the response back to Strouse from NEA is the recommendation for a 60-day time extension provided that they provide a formal schedule within five days of accepting this 60-day time extension. Eric hopes to have the formal schedule before the next Authority meeting. On-site job meetings are held every Wednesday at 10:00 a.m.

Eric will send a letter to Strouse stating the Authority is granting a 60-day time extension from February 29th to the end of April with the condition they provide within five days receipt of a formal schedule and the Authority reserves the right to charge liquidated damages.

Corning Pump House – Optimization Study – It is anticipated that the optimization study will be completed next week. The reports were delivered to NEA today. Eric will review them and get them to the Borough office the end of the week.

Big Spring Cover Replacement – The permit application was submitted to DEP and deemed administratively complete. The permit is now undergoing a technical review at DEP. NEA has received some verbal telephone comments that are being addressed. A formal comment letter has not been issued.

Matt Auman -

2/1/16 – DEP called with report of possible discharge into the creek between Veterans Bridge and Lamb Street Bridge. No discharge was found by us or DEP.

2/3/16 – Hydrant flow test for Pike Alley

2/8/16 – Repair 2” main break at Sutton

2/11/16 – Repair sewer at 156 Curtin St. (Church Lane)
2/17/16 – 6” main break at East Curtin & Simpson Street
2/23/16 – Had meeting with DEP on new monitoring schedule and waiver form for Asbestos and Dioxin sampling.
2/24/16 – Repair service line leak at Blanchard and Burnside Street
2/25/16 – Repair service line leak at 181 Exeter Lane
2/29/16 – Replace fire hydrant at 987 High Street

Sewer Report - by Bob Decker

Sludge (Volute) Press Replacement

The contract for the new sludge press has been approved, and the equipment is scheduled for production. BBA/NEA has received the submittal for the project and will be providing review and comment on the submittal with staff.

NEA is currently providing design, permitting and coordinating contract installation services on the new sludge press over the coming months.

BBA is required to provide a Major Permit Modification to the DEP for the change to a Volute Style Press. NEA has prepared the permit application and municipal notifications that are required.

The major permit modifications that DEP required are basically finished and going into DEP. After that the installation bidding will need to be done. Design is in progress for electrical connections.

Phosphorous Treatment

The installation is complete. The system will be monitored and compared to the existing process testing prior to relying on the new automation for alum addition and subsequent phosphorous levels.

NEA will be doing a system evaluation report in March based on the continued reporting from HACH on the phosphorous testing equipment.

Return Activated Sludge - Piping

The contractor has provided an updated schedule based on material issues. Please note that work has started with material delivery the week of February 15th and modifications starting the week of February 22nd.

The project had a Substantial Completion date of February 15th and Final Completion date of March 15th, which cannot be held with this revised schedule. The new completion schedule is mid-April.

NEA has prepared a change order to the contract for the change. Based on the issue with material acquisition, we feel that the change in contract times should be acceptable.

WWTP Major Upgrade Project (RBC Replacement) – DEP Planning Special Study

The last PC meeting scheduled is the Centre County Planning Commission on Tuesday, March 15th, based on a weather delay from the February meeting. SBWJA is expected to present a review of their system growth at the meeting.

After all comments are received from the planning agencies, the document will be advertised (newspaper) for public comment. We hope to advertise at the end of March and then submit to the DEP in late April after the 30-day period.

Bob feels it would be good for a representative from the BBA be at the Centre County Planning Commission meeting on March 15th.

Spring Township Water Authority – Well Test Coordination

NEA provided oversight to BBA on a potential well test by STWA for a new public well source within the same water aquifer (near Blanchard Street). The well test would have discharged approximately 500 GPM over a period amounting to approximately 2 million gallons of water being discharged to the WWTP.

Based on the concerns of surcharging the plant during construction, NEA suggested a delay to the well test until after the RAS project.

WWTP – EPA Pretreatment Permitting coordination

NEA has provided oversight to BBA on the renewal of existing pretreatment permits for some of the industry flowing to the facility.

Spicer Farm Biosolids Application/Permitting

NEA has provided some communications and oversight on the Spicer Farm Biosolids Application/Permitting.

WWTP – Project Cost/Schedule/Contacts

The Sludge Press (Volute) and Return Activated Sludge Piping projects have been setup as separate (standalone) projects due to the potential for failure prior to the Major Project. We have revised the design contracts to reflect these changes.

<u>Project</u>	<u>NEA Design Contract</u>
Return Activated Sludge (RAS)	15-001N
Sludge Press (Volute)	15-001F
Major Upgrade Project	16-028

Bob feels with the planning and where things are he thought they would be ready in February to start the preliminary design, but he feels planning won't be officially approved by DEP until June or maybe the end of April. He assumes BBA wants NEA to hold off starting the design and getting hardcore into the design until planning is approved officially. He checked the schedule to see what it would impact from the construction season schedule. It doesn't impact it much. He bumped the original schedule four months. It puts any construction in December of 2017. All the major concrete work and stuff should be well done before that. There is a seven month construction period and there is a start-up phase that takes you into February of 2018. He is hoping to get from DEP April or early June official yes, your planning is approved now you can get into the construction phase or design phase or permitting phase. You could trickle some of the design in but until you get planning in hand it is risky.

The loan term sheet was just received from Northwest. Mr. Stewart is going to start through the local government unit debt act process, which is a very lengthy process, but it is required. Then you can close on the loan and you have two years from that point of interest

only and you can only pay what is drawn down. Bob talked to Greg and gave him the modified schedule. Greg felt that wasn't a problem. He feels it won't be ready to close until May and then 24 months after that. Greg comes up closer to \$6.6 million than \$6.2 million. He said there is no problem for the bank to go to \$6.6 million. The BBA needs to decide if that is what they want to do. Mr. Stewart felt it would be smart to ask for it now. Bob said when the bids come in...the odor issue isn't a bad issue at the plant but there are the burps. This would help with that. The BBA needs to decide if it is worth spending the extra money on the covers. A typical diffuser system that is mounted on the bottom of the new digester tank...the alternative bid would be the cover, the aluminum extruded cover like now on the digesters, would drop diffusers. When bids are gotten a decision could be made.

Bob Cook -

The bulk water sales for January was 345,000 gallons

January 29th the Service Tech was on-site to troubleshoot the UV system.

February 5th – the “2015 Biosolids Annual Report” was mailed to DEP.

February 22nd McCrossin started the Return Activated Sludge (RAS) Pipe Project.

February 23rd an adjoining property owner at the Spicer Farm filled a Right-to-Know request form.

February 25th Maintenance Department replaced a Hydraulic cylinder and two sensors on the UV system.

February 29th Maintenance Department drained the Grit Chamber for the Contractor & Structural engineer to get a better idea of corrosion on the existing structures.

February 29th the Human Resource Committee interviewed four employees that had applied for the Maintenance position. Tom Irwin was selected to fill the position.

Bob also showed some pictures of where things are with the piping project.

Mr. Stewart stated with the change of the person going over into the maintenance area there will be an operator opening. It will be posted internally. If it is not filled internally it will go outside.

OLD BUSINESS

- As part of the financing paperwork for the Wastewater Treatment Plant Loan there is a resolution called a reimbursement resolution that was prepared by Yens Dumgard, a special attorney, that helped with the original bond work at the treatment plant and he helps with the local government debt act. A separate item, but also related is the Certificate that would be signed by the secretary.

Mr. Thal made a motion to approve the Resolution with the amount changed from \$6.2 million to \$6.6 million; and the Certificate. Mr. Clark seconded the motion. A voice vote was unanimous.

- Mr. Stewart said with the fluoride issue the postcard notification was sent on Friday, February 26th, about the discontinuing fluoride. As per the approval from DEP the verbiage was approved that states the permit was approved by DEP and there had to be a 30-day notice, which would be March 31st. It also had to include the PWSID number. At the same time letters were

sent to medical professionals and school district personnel in the area. The medical professionals letter is a requirement of the notification process also. The same notice was also put on the Borough website. On Monday the information was sent on another postcard about the fluoride supplement program for children. The task force will be initiated to look at alternatives to community water fluoridation. There is an application for the fluoride program. There is an article in today's CDT about it. Letters of interest/resumes will begin coming in from people that would like to serve on the task force.

NEW BUSINESS

- Mr. Halderman reported PA One Call has a safety day May 5th at Mill Hall, PA. He recommended that people go online and sign up for it.

ADJOURNMENT

- Mr. Clark made a motion to adjourn the March 1, 2016 meeting of the Bellefonte Borough Authority at 7:14 p.m. Mr. Walker seconded the motion. A voice vote was unanimous.