

BELLEFONTE BOROUGH AUTHORITY MEETING
November 1, 2016

CALL TO ORDER

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

Pledge of Allegiance:

ROLL CALL

Members Present: Beigle, Brown, Halderman, Thal, Clark, Walker

Members Excused: Badger

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

Guests: John Kostas

APPROVAL OF MINUTES

- Mr. Halderman made a motion to approve the minutes of October 4, 2016. Mr. Clark seconded the motion. A voice vote was unanimous to accept the minutes as presented.

COMMUNICATIONS

ORAL

- Ed Gannon, a resident of Nittany Terrace, called regarding the Zion Road Pump House power outages. He called the office of NEA on Friday. He is a Walker Township customer that was transferred to Bellefonte as a customer. He is the last house on the system. He was upset because he had run out of water and had very low water pressure. Eric talked to him on Monday morning and explained the situation to him. When there is a power outage there is no storage there. The Authority has been making plans to switch from the Lutz Road pump station to the Weis pump station. Some testing on that has begun. There is permitting through DEP that needs to occur. Even though the Weis pump station was designed and plumbed to serve the Nittany Terrace area it was not permitted that way because of its ties to the Weis development. Weis allowed the Authority to purchase the plumbing and installed it, but it was permitted to serve the

Weis development. He told Mr. Gannon that the Authority was working toward making that transition. It is a priority, but when the staff is shorthanded it is hard for them to stay focused on that and get it done. He encouraged Mr. Gannon to attend the meeting and express his concerns to the Authority. Mr. Stewart had a similar conversation with Mr. Gannon. He told Mr. Gannon they would possibly try to find a battery back-up solution for when the power goes out. Mr. Auman contacted Martz to see if they can look at the VFD that is in there to see if they can program it or hook something in to it as far as a battery back-up like is used in computers to keep it going for a few minutes until the power comes back on.

In regard to using the Weis pump house, all the residents complied by getting pressure reducers. Matt is not sure of the condition of all the service lines. It felt that it was better to wait until Spring due to the potential of lines breaking.

Mr. Stewart suggested going through DEP to get the permit approval to switch things over. It would probably take several months to do that. Eric suggested allowing 90 business days to get the permitting. It is a major project that has been hanging there for a few years. Mr. Stewart said Martz has been finishing up a lot of loose ends that have not been completed. Preliminary tests were started in June. Mr. Stewart said the Weis pump house wasn't built to serve that area.

WRITTEN

- Estimate for water storage facilities inspections – Liquid Engineering did an inspection approximately five years ago. They call periodically and they said it would be more economical with respect to a mobilization fee to have all three facilities inspected. Mr. Stewart would like to know if the Authority would like to consider this. He suggested having the Corning tank re-inspected and see if there is something that can be done short-term such as sweeping the bottom of it out or doing work around the base and then for long-term keep saving money and looking for grant funds to take it off line and do a complete rehab of the tank. It is budget season so it is a good time to get the inspection. You get a paper report, not a digital one. Mr. Halderman feels \$300.00 is a large amount for just printing something out. Mr. Stewart will verify what is meant by that. Authority members feel this should be put in the budget.

- Email/letter from SBWJA regarding Shiloh Road area – This is on letterhead from the Benner Township Supervisors to UAJA in regard to the service area along Shiloh Road in Benner Township adjacent to the UAJA plant. Bellefonte treats for the SBW service area, but realistically the area is right next door to UAJA so it seems to be a common sense decision to take that area and put it into UAJA's treatment plant.

- A letter from DEP about the approval of the 537 Special Study. The thirty days for comment will be November 11th.

COMMITTEE REPORTS

Finance Committee –

- Ms. Walker gave the Finance Report. The reports for the Water Fund are as of October 28, 2016. She gave the Water Fund portion first. The checking cash balance is \$353,219.49.

The Corning Pump House loan balance is \$315,749.76. The Reliance loan balance is \$351,468.12. The account is currently 75% through the year.

For the Sewer Fund the checking account balance is \$165,509.55. The Bond Redemption checking balance is \$72,218.29. The Money Market fund is \$1,085,232.36. The Reliance loan balance is \$643,051.28. There are three Northwest loans to go with the upgrade. The first one has a balance of \$35,758.30; the second one \$21,284.49 and the third one is \$1,271,392.54. The Penn Works plant upgrade loan is \$3,402,382.39.

Mr. Thal made a motion to approve the financial reports. Mr. Halderman seconded the motion. A voice vote was unanimous.

ENGINEER'S REPORT:

Matt gave his report:

October 4th – use the camera a survey on Cherry Lane behind the YMCA – they were having backup issues. The next day they replaced 15' of sewer main.

October 10th – began replacing the check valve on Pump 2 at the Corning Pump House.

October 11th – a 4" water main break was repaired at East High and Wilson Street.

October 13th – used the camera for a lateral at 234 East Bishop Street. A 6" main needs replaced between the houses. Matt has prices to get that done. He is waiting until this Thursday to get into the lower house to see where the lateral comes out. The camera found a couple laterals coming into it, but they think they are old roof drains that were tied in to the sewer.

October 18th – repaired a 3/4" service line at 350 Lieb Street.

October 22nd – capped off the water main going to Upper Coleville Road from the flood damage.

October 24th – the 1 1/4" line was located that was destroyed in the flood and a temporary connection was made. There are plans to do a new 4" main that will be directionally drilled on the other side of the creek. A hydrant will be put there also.

October 25th – replaced approximately 60' of 6" sewer main line on Mill Street.

October 27th – helped Silco-Tec with a water loss issue. A leak was detected between the vault and the main building approximately 85' out from the vault. They were approximately one million gallons over every quarter. They were losing about 11,000 gallons a day.

October 27th – met with GH Waters. They were in to look at the drain on the cover that is not working. They indicated that they would be back in a few weeks. They want to try to camera it. They think it is broke inside. They replaced the post that was damaged the same day.

October 31st – Finished the install of the spool piece that McCrossin made in the Corning pump house. Things are going well there.

Water Department Budget –

Ms. Walker said the Water Department Budget was reviewed at the meeting last month. There was a suggestion that the water rates be increased a little bit for capital projects, even though her operating budget didn't call for that so she needs a decision on that, keeping in mind that the sewer is proposing to go up \$10.00 per quarter and the refuse is going to increase \$1.00 per quarter. Mr. Stewart said one of the most important concerns will be in getting an assistant superintendant position filled.. That expense would be spread out to the General Fund and the Utility Funds. Mr. Halderman suggested the increase to build up for Capital Projects. Mr.

Stewart said a small grant was applied for that would involve two sections of water line in town. Resources are still lacking to do anything major or significant. The current rate is \$5.55 per 1,000 gallons plus the \$20.00 flat fee. The \$20.00 fee should either be redirected or lowered. Authority members are suggesting redirecting the \$20.00 towards a capital project and increasing the water rate by \$.05 or \$.10 per 1,000 gallons.

Mr. Beigle referred to the agreement with Coca-Cola and Milesburg Borough. He feels Milesburg is not paying an appropriate rate. Mr. Stewart stated there is a fifty-year agreement. Mr. Beigle would like Mr. Stewart to talk to the solicitor to see if the agreement could be renegotiated because it is costing the Authority money to give them water. Milesburg pays \$.50 per 1,000 gallons of water.

Mr. Stewart will set up a meeting with Brandy to discuss the cover on the Big Spring. She is thinking about an atrium sort of cover. A feasibility study would cost approximately \$10,000.00. From brainstorming one suggestion was to build a new wall around $\frac{3}{4}$ of the spring from the road side and leave the pump house building open. Build it up with a stone veneer that matches the building and then you can't see the Big Spring. Two other options were building a structure with transparent glass that is UV protected. The structure to do that would be very expensive. A structural engineer would want to put pylons outside the wall for support. It could be transparent or non-transparent. Another option is to have a pond on top to make it look like a cover. That is an expensive option also because it would need to support 6"-8" of water. Mr. Halderman asked why it couldn't be just an inch of water. Another option is to develop a second pool, with or without a fountain, but that wouldn't hide the cover that is there. Whatever is done would need to meet the HARB requirements.

Mr. Beigle asked about the leak detection system that has not been put into operation. Matt said it was used a few times, but they haven't had a lot of time to use it. He would like to use it more during the winter.

Mr. Stewart would like to get some pricing on GIS mapping to see if it could be put in the budget.

Mr. Stewart said some money was put in the budget for sewer cleaning lines. The insurance company would like the Borough to document the sewer cleaning that is done and to do an ongoing maintenance program. The past few years there have been a lot of backups. Mr. Stewart thinks it is the new disposable cloths. The insurance company doesn't care what it is. Mr. Halderman suggested banning them. That is a big problem with the YMCA. At the WWTP it is a big nuisance. The fine screen picks them up all day long.

Water Report - by Eric Lundy

Corning Pump House - Pump Upgrades

Mr. Lundy read what was written regarding the Corning Pump House Pump Upgrades.

Big Spring Cover Replacement

There was a meeting to discuss the punch list items October 4th with representatives from the Authority, Engineer, Prime Contractor and the Sub Contractor. The contractors will continue to work with the drain system to get the drain functioning properly. Seeding & mulching; electric service for the pump, and fixing the security sensors that were damaged are other items that were discussed. The contractor accepts the responsibility for these items, except it wasn't resolved for the power supply at this point.

Mr. Halderman recommends the engineer or the attorney write a letter and tell them that they are directed to complete the contract per specifications, including the power supply within thirty days or they will be declared in default and the Borough will hire a contractor to get it done so the contracts could be fulfilled.

The power supply application was started and then turned over to the Borough because they would not allow anyone other than the Borough to start that.

Nittany Engineering received a letter via email on October 21st stating that the drain weights have been adjusted, seeding has been completed and the contractor will be on site the week of October 21st to reset the post. That was all completed.

Matt & A.J. from NEA inspected the site on October 26th. The seeding had been completed and started to sprout. The post has not been reset. The weight adjustments for the drain line did not work because the drain is tilted and the cover had to be pumped after the rain event of October 20th – 22nd.

The Borough is working on the application for service from West Penn Power.

Mr. Stewart was given the proposal for the feasibility study.

Upper Coleville Road Emergency Permit- On Monday, October 24th, Ralph and Matt called regarding the flood damaged water line in Coleville. DEP was contacted and they confirmed the use of an emergency permit to cross the stream. Once that is submitted it will be sent back as soon as Mr. Stewart signs it it's issued.

Mr. Stewart said Lower Coleville Road comes out at the intersection by the bridge. Drilling will be done under the road and under the stream so the road is not damaged. Mr. Lundy reminded the Authority to notify the appropriate property owners. The emergency permit application will be emailed tomorrow.

The question was raised about the bulk water fund. Mr. Stewart stated at one point Council agreed to give some of the money from either Milesburg or Coca-Cola and put it into the water budget. The bulk water fund is down to approximately \$300,000.00 to \$400,000.00. The Borough used some of the funds for the Waterfront Project. Mr. Stewart stated the funds have been used as intended. It was to be set aside and used for special projects and/or to match grant funds.

Sewer Report - by Bob Decker

Sludge (Volute) Press Replacement

Everything has been finalized. Bob is getting close to 18% on the press compared to 12-13% on the old press. This will be closed out from the NEA side of things.

SPECIAL STUDY – DEP approved the planning for the upgrade Biomag. The next step is for NEA to begin design permitting. They wanted the Authority to tell them when to begin. All the funding is in place for that. Mr. Stewart asked them to wait a couple weeks. They will talk to Mr. Stewart sometime after November 11th. Mr. Stewart said the official date is what is published in the Pennsylvania Bulletin.

PRETREATMENT PROGRAM

They are assisting Bob Cook on updating the Authority's pretreatment program to maintain compliance with the EPA guidelines. They gave him some assistance on the scales.

SMALL GRANTS

The grant application went out Friday. Mr. Stewart said they were fairly close to the estimate discussed at the last meeting, possibly a little bit higher. There were four projects identified. They shot high not knowing what funds they would receive. They put an application in for two sewer related items and two water related items. The total project with engineering, permitting, etc. is approximately \$345,000.00. The contractor type project numbers were approximately \$283,000.00. The specs will need done and the projects bid out. There are two water lines that are in bad shape. One is on South Monroe Street and Benner Avenue. For sewer one is a manhole that has water coming in. It is behind the Big Spring pump house near the back of Talleyrand Park. The other one is a sewer line coming down through the elementary school playground that needs relined. They picked the things that are top priority.

Bob Cook

He shared some photos of October 21st of the back side of the WWTP.

Bulk water sales for October were 191,000 gallons.

October 6th the contractor was on site and completed everything on the punch list for the volute press project.

October 13th the Lab Tech, Doug, passed his laboratory supervisor's exam, which was held in the DEP office in Williamsport.

October 14th October 17th and 18th the (?) Tech staff was on site conducting a performance test and it passed at 18% solids.

October 21st DEP was on site and had questions about the plant handling storm drain of the 5 1/2" of rain.

Received two quotes from truck scale, approximately \$48,000.00. The quotes do not include the cost of the crane. They are currently working on the bid specs. Once they receive those it will be put in for bid.

Received two quotes for a pickup truck, both with Costars discount. The quotes were \$28,000.00 and \$26,737.00 for the other one.

Three items from the WWTP were sold through the online auction totaling \$14,526.00.

Sewer Budget – Ms. Walker stated she put in for the \$10.00 per quarter increase. She put in what Bob and Matt asked for. Things are still coming up a little short. Ms. Walker had approximately \$415,000.00 to use in reserve. Bob never gets anything done on his list so there isn't usually a problem. Matt & Bob's list were presented to the Authority. For the backtrack she did \$105,000.00 for a used one. Mr. Halderman suggested checking with Eagle Towing to see if they have a used one. One thing not on Bob's list was the \$50,000.00 for the scale, but Ms. Walker put it on. Mr. Stewart said the other item is a new utility vehicle for the plant. For approximately a year they have been looking for a used pickup truck. Mr. Stewart asked Log Cabin Motors to keep an eye out for a truck. Matt suggested trying to get one through Costars. A Chevy truck and a Ford truck were priced out. The truck would not have a plow. The cost is approximately \$26,738.00. This would be one of the first new vehicles the WWTP has ever

gotten. Authority members told Mr. Stewart to go ahead with the purchase of the new pickup truck.

OLD BUSINESS

- An Executive session was held at the end of the October 4th meeting for legal issues. There will be an Executive session at the end of this meeting for a legal issue update.

- The Dental Health Task Force met one time. Since then they went to the CVIM meeting, which is Centre Volunteers in Medicine. It was a good meeting. They are on the same track as the Dental Health Task Force. They are trying to get information out to the people. Mr. Beigle said one thing they mentioned was putting toothbrushes in the backpacks for the Backpack Program. Mr. Stewart said they are looking for funding and donations. They can't isolate to just Bellefonte Borough. Mr. Stewart anticipates a meeting in the next month of the Dental Health Task Force.

- WWTP Nutrient Credits – there have been two inquiries about nutrient credits. One was through Nittany Engineering from the Harrisburg area. The other one is from the partner of the Authority solicitor. He is in the arena of knowing where people need credits. He said he will take all the credits the Authority has because he knows one or more sources that need them. Mr. Stewart said the Authority is unfamiliar with how to handle this. The customer of the Attorney is from the Chambersburg area.

NEW BUSINESS

- The Bellefonte Keystone Community Organization (BellKey) is planning on starting a business startup center, which is known as an Incubator. The location would be where the Big Trout Inn was formerly located. Mr. Stewart asked if the Authority would consider waiving the utility fees for a period of time up to two years. Refuse rates would need to go through Council. It is an Economic Development Initiative. It would involve twelve people and would probably use less water than an apartment would use. Mr. Stewart said you could stipulate that if more water is used than the established amount they would be billed for that. Mr. Halderman feels the owner should have to verify that there are tenants there. Mr. Stewart said the benefit would only be for as long as the center was there. The Authority members would like Mr. Stewart to get the details worked out.

- When Martz Technologies was in a few months ago monitoring the readings at the Big Spring they discovered some discrepancies in the old programming of the way the meter was calculated. It was reported to DEP because it showed higher amounts of water going over the overflow. It showed two to three million gallons a day above what was going over. There is a new metering system and it is down than what was reported. They looked at the weir and they don't think it is designed correctly. Martz got a proposal to have an engineer look at the weir. Mr. Beigle suggested discussing this with Coca-Cola.

- Mr. Beigle reported the water draw report is staying average.

ADJOURNMENT

- Mr. Halderman made a motion to adjourn the November 1, 2016 meeting of the Bellefonte Borough Authority at 7:53 p.m. Mr. Brown seconded the motion. A voice vote was unanimous.

EXECUTIVE SESSION

- Following adjournment an Executive Session was held to discuss Legal Issues.