

BELLEFONTE BOROUGH AUTHORITY MEETING
December 13, 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, Halderman, Thal, Clark, Walker

Members Excused: Badger, Brown,

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

Guests:

APPROVAL OF MINUTES

- Mr. Halderman made a motion to approve the minutes of November 1, 2016. Mr. Clark seconded the motion. A voice vote was unanimous to accept the minutes as presented.

EXECUTIVE SESSION

- The Authority went into Executive Session to discuss legal issues.

COMMUNICATIONS

ORAL

- None.

WRITTEN

- Invitation to an Open House for retiring employee Robert (Pete) Peters.

- An email regarding the Borough Authority Special Study. There were no appeals.

COMMITTEE REPORTS

Finance Committee – Ms. Walker provided the Financial Report for the Water Fund first. The cash balances as of November 30th were: checking account - \$428,486.31; Reliance Checking - \$351,764.08; the loan balance for the Pump House Upgrades was \$313,846.75.

For the Sewer Fund the cash balances as of November 30th are: checking - \$446,926.45; Bond Redemption Checking - \$72,236.46; Money Market - \$1,085,492.10; the Reliance Loan Balance - \$639,192.23; the three new Northwest Loans - \$35,758.30; \$21,284.49; and \$1,257,086.51; the PennWorks loan is \$3,402,382.39.

Mr. Clark made a motion to approve the Financial Reports. Mr. Halderman seconded the motion. A voice vote was unanimous.

- At the last Authority meeting it was decided to increase the Sewer Fund by \$10.00 per quarter and the Water Fund was undecided whether to increase \$.05 or \$.10. If it is a \$.05 per 1,000 gallon increase it will net approximately \$11,000.00. At \$.10 per 1,000 gallons it would be approximately \$22,000.00. The \$20.00 service improvement fee nets \$256,000.00 per year. If that is taken away something would need done to make up the difference. If \$5.00 per quarter were taken off it would be \$68,000.00. Mr. Halderman feels that money should be put in a Capital Fund and built up so there is money available to paint the tank and other things that need done. Ms. Walker said as of right now she has \$114,000.00 going to Capital Projects next year. Mr. Beigle feels the \$20.00 should remain on the bills to be used in the future as needed.

Mr. Thal made a motion to increase the water rate by \$.05 per 1,000 gallons effective January 1, 2017. Mr. Clark seconded the motion. A voice vote was unanimous.

- As of right now the Water and Sewer budgets are both balanced. The revenue and expense for the Sewer Fund is \$3,600,215.00. The revenue and expense for the Water Fund is \$1,518,905.00.

Mr. Halderman made a motion to approve both budgets with the increase just approved for the Water Fund of \$.05 per 1,000 gallons and the \$10 per quarter for the Sewer Fund. Mr. Clark seconded the motion. A voice vote was unanimous.

ENGINEER'S REPORT:

Matt gave his report:

November 2nd – two techs came in to do the directional drill for the new 4” water main for Lower Coleville Road across the creek to Upper Coleville Road.

November 3rd – preventative maintenance was done to some sewer mains.

November 15th – L/B Water came in to do the new 4” tap to tie in to the new 4” main at Lower Coleville. They ran 50’ of new 4” line from the new tap to the line that was directionally drilled.

November 17th – Repaired a 6” break at the WWTP.

November 17th – Camerad the storm drain on Spring Street to Linn Street per a request from a property owner. Everything was good.

November 18th – 4” main break at Bishop Street and Wilson Street. It was clamped temporarily. Fox Tapping had to come in because the two valves on either side of where it broke did not work. Fox Tapping put new line stops in the following Monday and new valves were installed as well as 20’ of line.

November 19th – 2” main break at Shope Street and Burnside Street.

November 19th – Mr. Rooter did the sewer main pipe bursting project for 234 East Bishop Street.

November 22nd – V-systems came to the line and tore down the inspection of pump #2 at the Corning Pump House, which did not go well. They busted their tools trying to get it apart

The following week Dave borrowed a 1” impact gun. He and Brett tore it apart for V-Systems to come back the following Week. The Borough crew helped with tearing it down and putting it back together.

November 30th – Repaired 6” main break on Badger Lane and Cherry Alley.

Water Report - by Eric Lundy

Corning Pump House - Pump Upgrades - Matt mentioned most of what Eric was going to reiterate. They did put the pump back together and it started up. Matt said it wasn’t started up yet because Martz have to finish the controls end of it. It will either be the last week of January or the first week of February. They only have one guy certified to do the start up.

Big Spring Cover Replacement – Contractor was on site November 16th and performed several tasks. He unplugged the drain line and pulled the drain tube out of there. He put additional weight around the outlet hole to keep the lane flat as opposed to turning. They adjusted drain weight tubes. They will continue to monitor the cover drain through the winter and will make final adjustments as needed.

The security system was repaired. They had the bill switched to the Borough for this expense. The Borough has a bill from TYCO that will be paid. They will write a check to Bellefonte or it will be deducted from the next payment. Eric suggested taking it off their payment.

The Power Supply Application was completed. The cost for the service is \$425.00 plus whatever the materials cost. Craig is working on that right now. He isn’t sure if it can be done overhead to meet code or if it will need to be done underground from the pole.

On the most recent pay application \$5,300.00 is being held and there is \$3,000.00 remaining in the contract for this electrical work.

The contractor stated in his letter with the pay application that they will work with the Authority to complete the power supply to the pump to everyone’s satisfaction.

For the pay application they requested \$8,989.07. Eric suggested that the ADT bill should be subtracted out. He recommends approval of that amount minus \$2,427.50, which is the repair bill for the security system.

Mr. Halderman made a motion to approve the pay application of \$8,989.07 minus the \$2,427.50 that is owed to ADT resulting in the amount of \$6,561.57. Mr. Clark seconded the motion. A voice vote was unanimous.

Upper Coleville Road Emergency Permit- Matt already addressed this.

Bob Cook – Sewer Plant

November bulk water sales 122,000 gallons.

November 8th – Went to Chambersburg to pick up a new pick-up truck that came with a full tank of gas. The cost was \$206.15 off the original quote.

November 10th – agreement was finalized for the sale of phosphorous credits.

November 17th – agreement was finalized for the sale of the nitrogen credits.

November 22nd – phosphorous credits and nitrogen credits were both registered with the Pennsylvania DEP. Ms. Walker received both checks for the sale of the nitrogen and phosphorous credits at a total of \$18,042.00.

November 17th – Water Department was on site and located and repaired the water leak in the utility water system. They found a ¾” hole in the 6” line.

November 20th – a power failure around 11:30 p.m. Afterwards power was lost to the B&R Control Panel.

November 22nd – meter guy was in and serviced and calibrated all the flow meters throughout the plant.

Sewer Report - by Bob Decker

Bob reported that the big news is they are finally through planning for the WWTP. The plans are approved. DEP has not gotten any appeals so things will be good to go. The next step is to start design, obtain permits, etc.

There is a meeting Thursday, December 15th, at the WWTP with DEP. Authority members are invited to attend.

There was a meeting today with the main equipment supplier for the BioMag system, which went well. There are two existing lime silos that they would like to use for the magnetite storage. There are options. Some of the equipment was flooded. One discussion item was to get some magnetite in them and test them. The old conveyance system was flooded so they don't want to use that. There are some modifications that need to be done. Bob should have that sorted out by the next meeting. There are some piping and gate changes that will need to be done.

In the packets is the agreement that has never been executed. The Water and Wastewater Retainer agreements for 2017 are in the packets also.

PRETREATMENT PROGRAM

They continue to assist Bob Cook on updating the Authority's pretreatment program to maintain compliance with the EPA guidelines.

OLD BUSINESS

- The Dental Health Group, CVIM, postponed or cancelled their meeting that was to be held Wednesday, December 14th. Mr. Stewart is considering having the local Dental meeting in January to regroup. Gay Dunne and Mr. Stewart attended the CVIM meeting and need to talk to the local group about it.

- Around Thanksgiving Mr. Stewart checked again about Rockview using Bellefonte's water. Brandy, who works in Senator Corman's office, checked and said currently everything is good; their source is good and they don't have an interest, but he will continue to check occasionally to see if water sales could be done on a regular basis there.

- Mr. Stewart and Matt met with L/B Water, who came in to talk about a change that sensus is making in the MXU, the reader that goes on the house or the property to read meters. At the end of 2017 the current reader is not going to be produced anymore. They are making a new reader so anytime a new house or property is added the new reader is the only one that can be obtained. If an existing MXU breaks or quits working, even though under warranty, a new one in the new format will be provided. You have to buy a new program and reader to read the new meters. It will read the old stuff but you need it for the new stuff. They have a package that costs approximately \$18,000.00 and they give 25 meters, 25 MXU's and the new hardware and software you need to read it.

- Nothing has been done on the Corning Tank project because Mr. Stewart knows the money isn't available. The gentleman that was in emails asking about it. Mr. Stewart informed him they are trying to figure out how to pay for it.

- Matt talked about GIS mapping. When they checked with the County GIS Department they can update the maps at virtually no cost. As changes are made they are provided to them and then Matt or somebody does the editing and the changes are uploaded. Hopefully the mapping will be updated with the whole system on it.

- Mr. Stewart is working with Bob Cook on bidding out the truck scale replacement. A set of specs was obtained from a company and that needs to be converted into an advertisement.

- Mr. Ranio lives on Scott Alley just off Halfmoon Hill and he has a property where all his stuff is connected on Thomas Street and runs through an existing house that is below him. He has had issues with his sewer line. He is looking for alternatives that don't go through somebody else's property. He asked if a sewer main or water tap can be put through Scott Alley. Cost information will be compiled before the next meeting.

NEW BUSINESS

- Mr. Halderman made a motion to approve the Professional Services Proposal/Agreement regarding the WWTP Upgrade; the Consulting Engineer Retainer Agreement and Consulting Engineer Lump Sum Retainer Agreement. Mr. Clark seconded the motion. A voice vote was unanimous.

ADJOURNMENT

- Mr. Thal made a motion to adjourn the December 13, 2016 meeting of the Bellefonte Borough Authority at 7:24 p.m. Mr. Walker seconded the motion. A voice vote was unanimous.