

**BELLEFONTE BOROUGH
AUTHORITY
MEETING MINUTES
December 11, 2018, 2018 - 6:00 p. m.
236 West Lamb Street, Bellefonte, PA 16823
www.bellefonte.net**

CALL TO ORDER:

The meeting of the December 11, 2018, Bellefonte Borough Authority was called to order at the Bellefonte Borough Municipal Building at 6:00 p.m.

PLEDGE OF ALLEGIANCE:

ROLL CALL:

AUTHORITY MEMBERS PRESENT:

PRESENT: Mr. Frank (Buddy) Halderman
Mr. Mike Schmidt
Mr. Doug Johnson
Mr. Greg Brown
Mr. Brian Walker

STAFF: Mr. Ralph Stewart
Mr. Bob Cook
Mr. Matt Auman

ENGINEERS: Mr. Eric Lundy
Mr. Bob Decker

MINUTES:

**Mr. Johnson moved to approve the November 6, 2018 meeting minutes;
Mr. Brown seconded the motion;
Motion carried.**

ORAL: None.

COMMUNICATIONS - WRITTEN:

Letter from the DEP re: Big Spring Cover Project

Mr. Stewart stated that the Borough received a letter from the DEP stating that the Consent Order has been satisfied. He said it appeared that as far as the permit perspective that part of the project is done.

FINANCE COMMITTEE REPORT:

November 30, 2018 water fund cash balance \$457,900.48

Checking account balance was \$272,408.87.

The water checking had \$19,750.62 and the money market had \$1,483,761.97.

The loan balance is \$542,421.17.

Northwest Loan No. 3892 is \$1,122,146.93; Loan No. 2838 is \$808,196.96 and No. 2846 is \$902,174.79.

The PennWorks loan is \$2,760,517.11.

The capacity fee was discussed briefly.

The 2019 Budget was discussed. Relative to water revenue, at .05 the Authority is looking at about \$11,300.00. At .10 that doubles. The budget on the table had the .05. That can be changed. The sewer was discussed. \$3.00 per quarter came out to about \$39,700 per year. The budget at the table did not contain that increase.

Mr. Halderman stated that .10 gets a little more money back, although not much. The budget is operating, per Mr. Stewart. There are little funds for capital improvements. The Corning tank, fire hydrants, upgrades of water mains, etc. are all capital improvements that there is no funding for at this point. A grant was applied for this past summer, but it was not received. Grant opportunities are being researched but there is not much out there.

The bulk water funds were discussed briefly. The funds are being used for the waterfront project and the armory project. When those properties sell, some of the funds will be returned to that fund, per Mr. Stewart. It was meant for capital projects and not operating expenses. There are negotiations with Coca-Cola which may present some opportunity for future revenue and Mr. Stewart stated that the Authority and Council may want to have a discussion regarding the bulk water fund.

Mr. Johnson would like the customers to know why the bill went up and where the money would be going. Perhaps that could be listed on the bill. Mr. Stewart stated that he can put something on the website about it. Perhaps in the water quality report this spring it could be mentioned as well.

Mr. Johnson moved to increase the water fees .10 per 1,000 gallons, per quarter;
Mr. Walker seconded the motion;

Discussion was held on the increase and the end result. Mr. Halderman opined that raising it a little is better than asking for a huge increase at one time.

Motion carried.

Sewer Fund

The waste water treatment plant may go over budget and there is concern that there may have to be additional funds used for that project. The budget is balanced without it. Mr. Stewart suggested a smaller increase for now and in the summer, perhaps, revisit it to see where it is. The Authority can set a new rate in 2019 if need be.

Mr. Walker moved to increase the sewer fees to \$1.50 per quarter with a review mid-year;
Mr. Schmidt seconded the motion;
Motion carried.

ENGINEER'S REPORT:

Water

The Big Spring Cover Project was reviewed and the cost to address the drain issue. Per the settlement agreement, it was not to exceed \$20,000. With corrections to their invoice it is above \$20,000. Payment was recommended which meets the settlement agreement. Inspection was performed on December 7 by the DEP. The operating permit was issued.

Keller Engineers called and requested information for developing a lot in Penn Eagle. This would render a single water service.

Mr. Brown moved to pay a final invoice to the contractor MB & R;
Mr. Walker seconded the motion;
Motion carried.

Maintenance Report (Water)

November 1, flushed mains on Robin Road; November 2, flushed at 413 E. Beaver; November 7, new water tap at 215 W. 5th Avenue; November 7 flushed again; November 9 did some pump house maintenance; November 13 repaired 6 inch water main at Airport Road; November 14 flushed sewers; November 18 there were issues with the SCADA and there was lower levels the water tank; November 21, maintenance; November 26-29 leak detection was done at Halfmoon Hill; November 28 flush on North Allegheny; November 30 repaired 6 inch main that was leaking at Halfmoon.

Raising the grates on Potter Street was discussed briefly. They were replaced, and the area was supposed to be milled and graded and it is unknown how it will be adjusted. Mr. Johnson stated that it is a serious issue. Mr. Halderman suggested writing them a letter and telling the contractor that it is their responsibility to fix it. It can be cold patched, if need be.

Sewer

An update was provided on the Waste Water Treatment Plant. The north tank is being finished. The overall project is in good shape from where they are at. The RBC units are built, the concrete work is done, the sludge digester is done, and the cover is on. Equipment in the rooms is set and the work at the DQ tanks is done. The silos will be transferred over and start up should occur mid-January. South side of the plant will be next.

There was a caveat in the agreement that the delay in completion may be able to be cut down from 25-30 days. It was received today. The bottom line does not indicate 25-30 days and it is still out there. The project is 65% complete. No contract extension is apparent.

Work Change Directive No. 3 is outstanding. The statements are double dipping. The pricing cannot be agreed upon. Basically, they are being told to continue even though prices have not been received. Final numbers need to be agreed upon to get a change order in. The directive is based on what was asked of the contractor to do and in some cases, crews are doing the pipe layout, just to get the project done, even though they are supposed to be doing the lay outs. At present the project stands at \$94,000 over.

Suggestions to move forward were discussed, including telling the contractor that approval of the change orders need to be made so the amounts need to be justified and solidified. The Change Directive seemed to have missed some credits that should have been applied. The estimate is \$80,000. They seem to mark up each one. The worksheets are marked up for justification. It goes back and forth until resolution. The Change Directive needs to be approved to move forward with the project.

Mr. Stewart stated that the overage would have to be made up with reserves or credits. The electrical contractor is working through the project, per Mr. Cook. Site meetings are held regarding routing options. The Change Order amount needs to be justified before it is approved. It was clarified that Spring Benner Walker does get the amounts quarterly. Mr. Decker will get a letter out to them.

Regarding a motion, discussion was held on how open ended it seemed with the numbers not being strong. However, based on discussion this evening, it is anticipated to be between \$79,245.68 and \$99,000.

**Mr. Brown moved to approve Work Change Directive No. 3;
Mr. Schmidt seconded the motion;
Motion carried with Mr. Walker abstaining.**

Pay application No. 8 from McCrossin \$856,054.92.

Pay application No. 6 from Lepley for \$74,303.59.

The project has gone well with the crews, but the management has been very hard to work with, per Mr. Decker. Workmanship is not an issue. The weather played a role in any delays of the project.

**Mr. Johnson moved to approve Pay Apps 8 and 6;
Mr. Brown seconded the motion;
Motion carried with Mr. Walker abstaining.**

Sewer Report

29,700 gallons for November. November 10 submitted biosolids notice of intent which is the permit renewal; November 28 notice from DEP regarding the biosolids inspection. There were no issues to report. Finalized three agreements with the DEP to approve to sell the credits. Scrap metal was hauled for \$552.00.

OLD BUSINESS:

Nutrient Credit Sales

Nutrient credit sales were pretty good this year, per Mr. Stewart. All were sold except for about 200 or so out of 13,000. The last check was just received today. There was no interest in the credits last year.

Big Spring Cover Student Project

Big Spring Cover sustainability project presentation took place in the Borough Building on Monday via video streaming. The students did a good job and the concept leans towards a hard-shell base with a water pond on top with lighting and a fountain. They will study it further and present the final project at the end of the next semester. They will research costs as well. The PowerPoint was sent to Authority members.

NEW BUSINESS:

Water System Lump Sum Agreement (discuss in future work session)

Wastewater Agreement (discuss in future work session)

Daily Water Withdrawal Report – November 2018

Water Report – December 2018

Big Spring Cover

There have been issues with organic material on the cover which clogs the drain fairly easily. The pine trees are proposed to be removed alongside the fence between the park and the spring. This will reduce maintenance and approve the aesthetics of the cover. The permit stipulates that the cover is to be kept clean. It is a regulation issue. The spring can be opened up from the park and expanded for a tourist attraction. There would be new landscaping done but nothing is designed yet. The radio tower will be taken down as well as it interferes with access when lowering the flag.

Mr. Johnson moved to remove the trees in accordance with complying with the DEP permit and to create a new landscaping design;
Mr. Walker seconded the motion;
Motion carried.

New Tapping for future Rutter's

There will be a new tap going in for Rutter's. Commercial water rates is based on the average daily use of the facility. This is a capacity fee. The study dictates the pricing.

West 5th Avenue – Laundry not metered

Another property was found where the laundry was not being metered. A meeting was held today with the owner and they were told they need to put in a meter pit to cover the house and the garage apartment with laundry. It was discovered last Thursday. A

reasonable time limit would be given due to the weather. 60-days will be proposed. He will receive a formal letter. Mr. Johnson stated that 90-days would be fair.

Hydrant Price Fees

Mr. Stewart stated that he will be working with Mr. Auman to work on the fire line/hydrant fees that are out of the Borough. Some are on private property and others are in the Townships. They will attempt to find the standard for charging. There is currently about 84 hydrants outside of the Borough.

ADJOURNMENT:

**Mr. Johnson moved to adjourn;
Mr. Schmidt seconded the motion;
Motion carried.**

Meeting adjourned at 7:18 p.m.

Executive Session