

**BELLEFONTE BOROUGH  
AUTHORITY  
MEETING MINUTES  
March 3, 2020 – 6 p.m.  
236 West Lamb Street, Bellefonte, PA 16823  
[www.bellefonte.net](http://www.bellefonte.net)**

**CALL TO ORDER:**

The meeting of the March 3, 2020, Bellefonte Borough Authority was called to order at the Bellefonte Borough Municipal Building at 6 p.m.

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

**AUTHORITY MEMBERS**

**PRESENT:**

Mr. Frank (Buddy) Halderman  
Mr. Brian Walker  
Mr. Doug Johnson  
Mr. Mike Schmidt  
Mr. Joe Beigle (via teleconference)  
Mr. Greg Brown  
Mr. Joe Falcone

**STAFF:**

Mr. Ralph Stewart, Borough Manager  
Mr. Bob Cook  
Mr. Matt Auman

**ENGINEERS:**

Mr. Bob Decker

**GUESTS:**

Mr. & Mrs. Ken Miller

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**MINUTES:**

**Mr. Johnson moved to approve the February 11, 2020 Authority meeting minutes.  
Mr. Walker seconded the motion.  
Motion carried.**

**ORAL:**

Residents spoke about a home they were building on West 5<sup>th</sup> Avenue back in the Fall of 2018. A letter was submitted to the Authority. Per the Borough's instruction, they tapped into the water line from West Beaver and had additional costs not to exceed \$1,000. They were unaware that running a line through a utility line in the vicinity of a sewer line creates more work to be done related to excavation. The 5<sup>th</sup> Avenue water line could not handle another home. The line was installed for \$5,000. The contractor dug the line and laid the stone base for the meter pit. The borough crew was there with the backhoe for about 20 minutes. Everything was done in about 4 hours. The contractor excavator was there and could attest to the same. In December, they received a bill from the Borough for \$2,652 (which was sent to their previous address and not their current address on 5<sup>th</sup> Avenue). They were not happy with how far over the estimate of \$1,000 the bill was. They tried to contact the Borough via phone calls and emails to get an explanation of why the cost was so high, but no reason was given.

There is now a new water line being installed on 5<sup>th</sup> Avenue. If they would have been aware of that, they could have tapped on to the new water line on 5<sup>th</sup> without the meter pit and excess exaction costs. The total bill for the line was \$2,652 for the meter pit installation, \$1,485 for the tap on fees for the meter, \$5,000 for excavation of the line pit and stone base coming to \$9,195.00.

The residents submitted a timeline to the Authority. Water was turned on December 7 and on the 12<sup>th</sup> they received the large bill, on top of the \$2,400 already paid. From December to June the residents heard nothing from the financial office. The letter was written on June 18, 2019. It was hand delivered to the Borough and they asked that it be presented to Council. The letter was never presented, looking at the prior Council minutes. They submitted \$1,000 with the letter and asked that it be considered payment in full. They never heard from anyone.

Mr. Stewart stated that his issue got lost in the shuffle due to the WWTP project. He had conversations with Mr. Auman regarding the issue and they meant to bring it up at the Authority meeting, but it was forgotten. No one knew about the resent letter in February. They did discuss relief. He apologized for the oversight.

Mr. Auman confirmed that only 4 hours was charged. Accounting gets a breakdown of time and materials. The meter pits are about \$500.00. He explained that the West 5<sup>th</sup> Avenue line replacement was put on the radar when they had a few leaks on it. It was not a planned line replacement but a necessity and was not installed until April.

Mr. Halderman confirmed that the amount still due was \$1650.00. He asked if someone could justify the costs. Mr. Auman will get the breakdown. The work was for water and sewer lines. The residents also stated that the contractor that they hired also did subcontract work for the Borough. Mr. Auman offered that their contractor was in the Borough crews' way and impeding the process. Mr. Stewart stated that \$45.00 per hour per man is a standard rate. Crews cover up the connection for liability reasons, but everything after that is on the property owner.

The Authority will review the case and get back to the property owners.

## **COMMUNICATIONS WRITTEN:**

### **Letter – National Recognition for Waster Treatment Plant Project ACEC Awards Program**

Messrs. Decker and Stewart discussed the regional and national recognition award for the WWTP project. There will be a press release, but they will not attend the April awards ceremony for the national award that was received.

## **FINANCE COMMITTEE REPORT:**

### **Water and Sewer Fund Reports**

Mr. Falcone reported on the water and sewer funds and inquired about the water maintenance meter expense. Almost the entire budget is spent already, and Mr. Auman stated that that is correct because of all of the replacements. They are on target for 1,000 for 2020.

The wastewater fund is showing revenue off. He believed it was a 4<sup>th</sup> quarter billing issue.

## **ENGINEER REPORT – WATER**

### **Engineer's Water Report March 2020**

## **ENGINEER REPORT - SEWER**

The mag drum issue was discussed. They will be giving the replacement as a spare. They discovered a leak in shear mill No. 2. Shear mill No. 1 already was down for a leak. They are working with Evoqua relative to the warranty. Performance at the plant is good.

EPA accepted the additional parameter evaluation and the spread sheet needs to be in by May 9, 2020.

There is enough capacity and if Spring Benner Walker approached the Borough, that could be discussed. The plant is currently at 3.22. The average is down. The dry winter may play a part as well.

### **Water Report – Auman**

February 1 thru 7<sup>th</sup> leak detection was performed. They located a leak at the Church at McAllister Street which was on their side. They aided the contractor in locating the leak. The 10<sup>th</sup> and 11<sup>th</sup>, more leak detection was done. February 12-14, they worked on the fire hydrant replacement list and doing some inspections. February 17-21 more leak detection was done. February 24 a sewer manhole was raised on Summit Drive that was buried that was located by Mr. Rehab. A valve box was replaced on Montgomery Ward Lane. February 25 a service line was replaced at 188 Paradise Road. That home was on the Borough was and was there since

1998. The Borough informed them that they would require a meter pit and be metered and there is a leak on their service line to the house. February 26 crews tried to locate a water main on Lower Coleville. That leak was recently fixed.

Something will go into the newsletter regarding the meter replacements. The stamped notification on the bills were discussed as well.

### **WWTP Report – Cook**

Bulk water sales for February was about 7,000 gallons. February 4 the notice of intent was submitted to the DEP and approved on February 14, 2020. February 7, 2019 biosolids annual report was submitted to the DEP. February 13 a 12-inch split was discovered on the Dump truck. February 19 a tour was given to the Fish and Boat Commission.

Maintenance staff test drove a few dump trucks and received four quotes through Costars. There was a proposal presented to the Authority.

Mr. Cook recommended selling the following: 3000 Mac Dump Truck, 1994 Red Tractor and 86 dump trailer and the street sweeper.

There are currently five dental offices that have not complied with the EPA's dental office regulations. The deadline to install the amalgam separator is July 14, 2020. Three certified letters have been sent to notify them of the deadline.

The truck that will be purchased through Costars is a good price for a new truck. There have been other vehicles purchased through the lease purchase arrangement, per Mr. Stewart. He explained that buying new would get more life out of the truck and it would last so much longer than a used one. Lease to buy is the route that they would like to go.

**Mr. Falcone moved to sell the equipment discussed.**  
**Mr. Brown seconded the motion.**  
**Motion carried.**

The dental offices' noncompliance was discussed briefly.

**OLD BUSINESS:** Nothing presented.

**NEW BUSINESS:**

**Letter of Support – Mr. Stewart serving on the PRWA Board for another term.**

**Mr. Johnson moved to approve a letter of support for Mr. Stewart to service on the PRWA Board for another term.**  
**Mr. Walker seconded the motion.**  
**Motion carried.**

## **Flu Preparedness Planning**

Mr. Stewart stated that he would like to do some planning in the event that staff is cut at the treatment plant and with water sewer leaks. The County EMA office will be contacted relative to preparedness planning.

With water selling quickly off the shelves due to fear of something happening, Mr. Stewart shared Mr. Johnson's idea for a good will or PR event, offering that the public can fill up a jug free of charge during normal business hours to promote good will. Authority members agreed with this idea. It is public drinking water from the spigot.

## **ADJOURNMENT:**

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

**Meeting adjourned at 6:57 p.m.**

**Executive Session – Legal**