



HISTORIC
Bellefonte[™]
Est. 1795

To: Council

From: Ralph

Date: September 7, 2023

Subject: Borough Manager's Report – August 2023

Operations/Staff Updates:

- Building and property - Armory building – elevator shaft contractor is onsite starting the project. We will have a project meeting every two weeks. The IT consultant (who handles the current borough building IT) is doing all of the planning work to integrate the Armory with the existing building. Various other smaller projects are in phases of completion.
- Personnel – We have some openings at the Wastewater Treatment Plant due to someone leaving and a retirement. We are going through the steps to fill these openings.
- Streets – Crews are working on storm drain and pavement repairs.
- Streets - Traffic Light at Parkview and Zion – Our engineer has completed the survey work and has submitted a grant application. As agreed upon, design work will not start until Penn DoT determines if any changes to SR550/Zion Road are necessary as a result of the planned elementary school along Airport Road. We attended a virtual meeting held by HRG, the District's engineer. The meeting involved Penn DoT and a discussion about the intersection of Governors Park Road and Airport Road. HRG had proposed some driveway changes and as a result, must go back through a comment phase. It sounded like the review of SR550/Zion Road and Airport Road was a long ways off.
- Borough Authority Water/Wastewater – the borough authority held a work session in July to discuss design concepts for the Big Spring cover. The Authority does not want to see the pumphouse view blocked by the structure for a hardshell cover. A design concept is being developed and will be discussed with PA DEP.

- Wastewater – The Plant is facing a number of issues – personnel shortages due to non-work-related injuries, vacancies, equipment failures and long lead times for replacement parts. I have attached notes presented to the Authority by Frank Noll, WWTP Superintendent.
- Water – I have attached notes presented to the Authority by Matt Auman, our Public Works Superintendent.
- Parks - Stage at Talleyrand/performance center – We recently received the draft Memorandum of Understanding (MOU)/Agreement that will cover the responsibilities of the borough and the Stage group. This will be developed by Council.
- Parks - Kepler Pool at Governors Park/Nittany Valley Rec. Authority – The group is getting ready to go out to bid for the construction/renovation work.
- Parks – seasonal personnel are grass-cutting, tree trimming, dead tree removing, and performing general maintenance
- Refuse – personnel changes with inter-department moves. Crews recently trained on new mulch bagging /silt sock machine for Musser Lane compost facility.
- Former National Guard Armory property along Zion Road – Don and I met with the owner recently. Due to extremely high costs for renovating the buildings, he has put a hold on the brewery project. He has not made a final determination yet.
- Waterfront development – According to an article, it looks like the Spring of 2024 at the earliest.
- PA Highlands Community College (PHCC) – The PHCC is still very much interested in getting established in Bellefonte/Centre County. They are trying to work with Weis for space in the former grocery store building on East Bishop Street. If that doesn't work, they will keep looking.
- SEDA-COG Joint Rail Authority (JRA) RR Spur along Potter Street – council has approved the purchase of the spur with the rail conditional upon having an agreement with Bellefonte Historical Railroad Society (BHRS) regarding access and use of the spur.

August	Meetings/Activities Attended
1	➤
2	➤ Vacation day – attended Rural Water staff member retirement recognition
3	<ul style="list-style-type: none"> ➤ Council work session and business meeting agenda planning ➤ Meeting with Authority Solicitor – water line warrantee issue ➤ Staff meeting to discuss a parking issue
4	➤ PA Rural Water Association Board meeting
5	➤
6	➤
7	<ul style="list-style-type: none"> ➤ Department head meeting ➤ Council work session and business meeting
8	<ul style="list-style-type: none"> ➤ Staff meeting ➤ Meeting with Bellefonte EMS director to sign vehicle documents
9	<ul style="list-style-type: none"> ➤ Meeting with Jim Lanning of Spring Creek Watershed Commission ➤ After Action Review meeting – Corning Waterline break in July ➤ Meeting with Big Spring cover structural engineer
10	➤
11	➤
12	➤
13	➤
14	➤ Phone call with Jeff Stover – legal matters
15	➤ Borough Authority meeting
16	➤ PSAB Trustee Board meeting
17	<ul style="list-style-type: none"> ➤ Agenda planning for council work session and business meeting ➤ Meeting with IT vendor – walk through Armory building ➤ Onsite meeting with Jeff Stover – encroachment issues
18	➤
19	➤
20	➤
21	<ul style="list-style-type: none"> ➤ Department head meeting ➤ Phone call – Jeff Stover – legal matters ➤ Council work session and business meeting
22	<ul style="list-style-type: none"> ➤ Staff meeting ➤ Onsite visit to look at a sidewalk issue at Curtin and Armor Streets
23	➤ Elevator project (at the Armory) construction meeting
24	➤ Airport Authority meeting
25	➤
26	➤
27	➤
28	<ul style="list-style-type: none"> ➤ Bellefonte Elementary School Access review meeting ➤ Phone call with borough authority solicitor – legal matters
29	<ul style="list-style-type: none"> ➤ Meeting with staff to discuss budget process ➤ Meeting with Deb Moore, BASD Athletic Director – ball field agreement update
30	➤ Onsite visit to look at batting cage structure
31	➤ Agenda planning for council work session and business meeting

Activities

Work session and Council Agenda formatting and preparation

Agenda/Meeting preparation and follow up, coordinate with staff – directives, policy questions

Unscheduled, informal, meetings, calls, emails to/from staff – Department day-to-day operations

Correspondence – elected, fellow staff, residents, business owners, other government staff, realtors, customers, etc. via emails, phone calls, letters

Draft meeting minutes review

Armory building – focused on getting the elevator installed, related tasks

Attention will be on the 2024 budget work from now until December

Bellefonte Borough Authority Meeting September 6th 2023 WWTP

Report

Bulk Water sales for the month of August were approx. 188,140 gals.

8/1/23 – Received the repaired jet pump from RAM. Waiting on gaskets for installation.

8/3/23 – Chris Roelke from B & L in reviewing data and values with Shannon for loss of solids and magnetite in the system. Updated him on items on order and requested suggestions on items needing ordered.

8/4/23 – Completed spreading of 132 wet tons of Biosolids @ the Schaeffer farm.

8/9/23 – Operator position offered and accepted by interviewee from prior day. (2 weeks)

8/10/23 – Informed by longest tenured maintenance employee that he will be retiring at the end of October after using up his allotment of days. * Maintenance repaired the Volvo loader and completed spreading of 49 wet tons of Biosolids @ the Schaeffer farm.

8/14/23 – Crane scheduled for 8/16/23 jet pump installation but then canceled after finding oil leaking from the repaired pump. * DRV, Inc. at the plant for VFD analysis on 28 units. Found and repaired 2 high voltage feed wires burnt at connections. (4 day process)

8/16/23 – Chris Roelke on site for most of the day for data analysis and jet pump game plan. Jon Eaton in for a site visit.

8/17/23 – RAM returned the re-repaired jet pump to the plant. * Emailed the plants DEP Water Quality Specialist on pending eDMR issues for July and current improvement of ammonia analysis results.

8/18/23 – Completed the plant quarterly SOUR testing, biosolids fecal coliform testing and submitted volute press sampling to PSU lab for cropland use.

8/21/23 – The new operator started. The operator on leave left information that he will be off another 4 weeks. * Filed the July eDMR report with DEP.

8/23/23 – The grit classifier compressor VFD and PLC failed. Martz tech. came and got 1 functional via a switch. * SCADA upgrade to this panel is involved in the repair and Martz Technologies received the okay to complete the repair and the upgrade.

8/29/23 – Gorman Rupp rep in to take pressure readings and pictures to finalize their quoting procedure for the second carrier fluid pump.

8/30/23 – Stitzer crane service on site along with Chris Roelke and Tom Long to oversee the re-installation of the repaired jet pump into the North swing zone area of the clarifier. The crane pulled out the South swing zone and anoxic zone jet pumps to be sent for repair.

Water Report September 2023

- 8/2/23 Repair water line & sewer clean out @ 307 E. Curtin St (Columbia Gas hit)
- 8/4/23 Raise sewer main clean out and repair drive way @ 507 E. Bishop St
- 8/8/23 Dug up sewer main At Armor St / Church Lane for new manhole
- 8/11/23 Installed 3 new service line @ 153,159 and 163 E Curtin St
- 8/14/23 Raised water box's on Transfer Rd
- 8/14/23 Assisted school district with low water pressure at High School
- 8/15/23 Finished service line replacement @ 153 E. Curtin St
- 8/16/23 New service line @ 240 Amberleigh Lane
- 8/17-18/23 One call E. Curtin St from Armor St to Monroe St
- 8/21/23 Clean sewer main 500 block N. Monroe St
- 8/21/23 Water shut offs for non-payment
- 8/22/23 Repair 2" main @ Armor St / Curtin St
- 8/23/23 Repair 2" main @ 438 E. Curtin St
- 8/28-29/23 Making new sewer manhole @ Armor St / Church Lane
- 8/30/23 Repair 4" man @ 625 Pleasantview Blvd
- 8/31/23 Finish sewer manhole @ Armor St / Church Lane