

**BETHLEHEM TOWNSHIP PHYSICAL PLANT AND IT REPORT
BETHLEHEM TOWNSHIP MUNICIPAL AUTHORITY
June 2020**

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Church Road/Green Pond Road Sewers

Work is progressing by TOA on the sewers in the development, although work is slowed by heavy rock. MGK (sub to TOA) is continuing with work at Pump Station 12. Shipment of their pump package from Smith & Loveless is forthcoming shortly. Shipment of the pump package and the control panel for Pump Station 11 is scheduled for the week of June 8 and will be temporarily stored at the PPIS Building until such time as LB Industries is ready to install it. The site for Pump Station 11 has been staked out, but the Contractor currently can't begin due to materials for TOA on the site.

We know for sure that we won't hear anything from the Commonwealth Financing Authority regarding any grant award until mid-September.

We have received the Highway Occupancy Permit for the sewers on Green Pond Road and Country Club Road. With that in hand we can now finalize the specifications and bid documents for the proposed sewers.

We had a brief Zoom meeting with the Authority's financial personnel last month and will have another discussion in August. Based on the delay in potential grant financing and issues with PADOT, we still have no anticipated date for advertising for bids for the collection sewers along Green Pond Road, Church Road, and Country Club Road. However, due to the delay we don't expect to begin construction until March or April next year. We don't want to begin in the winter due to concerns about maintaining temporary paving without the availability of hot mix material.

Northeast Trunk Sewer

Flows for the first five months averaged slightly over 1.75 mgd, about the same as the last 2 quarters of 2019 after repairs were completed, but about 0.6 mgd less than the first quarter of 2019. Flow during the month of May averaged about 1.64 mgd. Rainfall has been less than 4 inches each month this year, with very few days of rain in excess of an inch.

Schuylkill Paving completed the paving on Willow Park Road last week. As soon as their invoice is submitted, the Township will have a final cost for all the repairs.

Chipman Road Sewer Extension

Due to issues with trees in the acquired easement, and after several discussions with the property owner, an agreement was reached to have the trees removed and the property owner compensated by the Authority for the cost of fencing materials to replace the trees and provide a buffer. Tree removal began this week and sewer installation should begin next week. Since the 3 properties to be served are already on septic systems serving only their first floor, a decision was made to only provide gravity service to the first floor and not to any basements. As a result we were able to raise the sewer and recoup almost all the cost to compensate the property owner.

Pond Circle Sewer Extension

Due to an existing water main on the south side of Green Pond Road (same side as the properties to be served), we had to modify our design and lower the sewer about 2 feet so that laterals could pass under the water main. The HOP application for Green Pond Road is being submitted shortly. We have moved this project up in the schedule, hoping to receive bids and then begin construction in early October, finishing the work on Green Pond Road first and having the road open when the larger project begins early next year as previously discussed.

Oakland Road Sewer Extension

We have completed preliminary plans for the Oakland Road Sewer Extension project and Mr. Hunsberger has reviewed and approved the layout. We will now finalize the plans, including miscellaneous details and finalize the specifications and bidding documents in preparation for bidding in the next few months.

Easton Avenue 2-lot Sewer Extension

Mr. Hunsberger came across some records of previous sanitary sewer installation in this area, which resulted in a re-evaluation of the proposed sewer extension. We are currently working on revising and finalizing the plan. It is the intent to have Joao & Bradley install the sewer under their current lateral installation contract with the Authority.

Palmer Township, Bethlehem Township Intermunicipal Sewer Service Agreement Awaiting approval from Palmer regarding joint letter.

Public Works Complex

On hold, will present an engineering cost estimate shortly.

BTCC

Lighting migration to LED – Complete.

Steam room Boiler wall construction – on hold.

Only locations with active projects are reported, routine PM maintenance is not reported in the monthly report. For information on PM programs, IT, minor repairs, and services please email me at shunsberger@bethlehemtp.com

Stormwater

Evaluating pipe replacement on Oakland Road as part of the BTMA public sewer extension.

CCTV and Jetting

Re-started Jetting and CCTV normal operations.

Electrical Conservation, Traffic Control and Lighting

Green-light-go Grant PADOT application filed – Grant awards withdrawn due to lack of funding

Housenick mansion

No major work scheduled.

Information Services

- Single Label Domain Upgrade- Project is almost completed, One new server is needed to replace aging domain controller (Sentinel 2) All workstations, peripherals, and most servers Have been moved to the new domain ad.bethlehemtp.org – Project still in progress – Target Completion date is 3rd Quarter 2020 Server approved by BOC, Unit has been ordered Tentative Shipping Date is June 29th, per Gov Connection
- Firewall Upgrade from Cisco ASA to Redundant Fortinet FWF-61E Firewall – Project is completed – Will be submitting requisition for yearly maintenance/upgrades/support. Support/Maintenance has

been approved and submitted to vendor. 3 year support is active as of May 1st 2020

- Software Upgrades for Windows Compliancy / Project Migration – Project is less than 50% completed, currently waiting on new windows 10 pro machines to arrive, units have been on back order since December, 2019. Machines arrived late February -Upgraded 50 Machines to date
- Exchange Server 2010 Migration to Microsoft Exchange 365 Cloud – Project is 98% completed, Remaining items include decommissioning of In-house mail server, mail redirect to MS365, and set up new mail filter system. Project is completed – Fully migrated all mail users to the cloud
- Microsoft Navision Upgrade to Microsoft Cloud Dynamics – Project is completed 1 user still working between 2 systems, final cutover anticipated
- Rec-Trac Database Migration Project 10.3 to 3.1 – Project is completed
- Symantec Antivirus migration to AVAST Cloud Care Portal – Project is underway about 50% completed to date, as new units are deployed project will continue to develop. New client machines are being added daily to the Portal, currently 90% completed
- Barracuda on Premise/Cloud Backup – In progress, currently evaluating options for cloud email filtering. Migrated users to new cloud portal, set up, tested, on-going configuration/testing
- Workstation Upgrades from Windows 7 Pro to Windows 10 Pro – Same response as item 3
- Citrix 2 – Environment has been decommissioned, product being retired due to version 4.5 and MS Server 2008 x64 being unsupported, rules for firewall access from public IP have been terminated. Removing RAM and CPU's from old server to utilize in same spec servers, like BTPD2 – Sentinel2 – Sentinel5 Project is completed

- PPIS Sanitary Sewer Maintenance Team – Currently evaluating switching Flexi data CCTV software to WinCam, in order to update the public sewer field operations, and WinCam appears to offer a much more appropriate approach to entire public sewer system maintenance. Basically, as the team progresses through a designated sewer shed, they will not leave it until; lines are completely jetted & televised, manholes are cleaned & repaired, and assets are fully GIS corrected. This process will require data recording, which WinCam appears to be a much better fit. On-site Demo will be rescheduled – Demo has been cancelled for now due to the Coronavirus – No update at this time Still waiting on Vendor to supply new date for demo
- Police Department EOC Software – We are currently working with our Vendor to build a secure VPN Tunnel for our departments to be able to query and share data from our SQL servers. Basically it will look like: Bethlehem EOC □ Queries Lehigh SQL Server and Lehigh EOC □ Queries Bethlehem SQL Server. This will provide critical data sharing between both agencies. Project is completed Created new VPN Tunnel with State Police for reporting need final configuration with EOC
- MS One Drive Users – Setup/Migration completed for Director of Planning & Township Manager. Users now have the ability to access network files migrated from Township Servers to One Drive Cloud. Provides ability to work remotely with any network/desktop files uploaded to the One Drive. Project is completed
- Cyber Threats/Malware Attacks - making employees aware of Email Threats, by “think before you click” actions. The township deploys several layers of security for Network Protection, Website & Email Security, however users benefit from being more alert to incoming emails and websites to be cautious or aware of. Our users are another layer of defense.

Status of Bethlehem Township Municipal Authority Projects

Week of Monday, June 8, 2020

I. Under Review

1. 2112 12th Street (BT400) – Plans reviewed (resubmission required);
2. Basile Senior Housing (4023 Oakland Road)(BT156) – Plans reviewed (resubmission required);
3. Birches at Bethlehem (BT315) – Plans reviewed (land planning required before Final Approval);
4. Dutt Tract (BT304) – Sketch Plan reviewed (no comments at this time); Planning meeting held 4/19/17 with developers engineer ARRO;
5. Freemansburg Square (BT126) – Revised plans reviewed (resubmission required); Sketch Plan reviewed (no comments at this time);
6. Greek Orthodox Annunciation Church (BT286) – Plans reviewed;
7. Hecktown Road Business Park Lots 6 & 7 (BT317) – Planning items reviewed & plan resubmission is required;
8. Hope Road Commercial Development (BT277) – Sketch plan reviewed (no comments);
9. Justice Grown Medical Marijuana Dispensary (BT400) – Wastewater flow data requested;
10. King's View Avenue Medical Office Building (BT308) – Sketch Plan reviewed (no comments); Plan review escrow required;
11. Lehigh Valley Underground (BT312) – Plans reviewed (resubmission required);
12. Louise Moore Park Maintenance Building (BT400) - Plans currently under review;
13. LVIP IV Lot 17A (BT400) – Reviewed Sketch Plan (no comments at this time);
14. LVIP VI Lot 44 Fairfield Inn & Suites (BT314) – Plans reviewed; (plan review escrow required);
15. Meals on Wheels Addition (BT309) – Plans reviewed and wastewater flow data was requested;
16. Mill Creek Corporate Center Ph 1 (BT282) – Plans reviewed by ARRO (resubmission required);
17. MNB Properties Office & Garage (BT306) - Plans reviewed (resubmission required); Comments on hold pending establishment of escrow;
18. Nancy Run Estates Ph 7-10 Dewalt St. Revisions (BT290) – Final Plan Approval 3/13/20;
19. Notre Dame High School Auditorium Addition (BT400) – Wastewater flow data requested;

20. Panda Express (Bethlehem Square Shopping Center)(BT400) - Sketch Plan reviewed (no comments at this time);
21. River Hill Estates (BT313) – Plans reviewed (resubmission required);
22. TSAN Green Pond Road (BT400) – Reviewed Plan (no comments at this time);

II. Pending Construction

1. 4006 Wm. Penn Highway – Ali Proposed Med Office (BT228);
2. American Bank (BT201) – Issued final certificate 6/18/09;
3. Chipman Rd Sanitary Sewer Extension (20007A) – Work scheduled for late in week of 6/8/20 or week of 6/15/20;
4. Lands of Edward Youwakim (BT151) – Issued revised final certificate 4/19/11; Escrow again requested 7/11/11;
5. Lift-All East, Inc. (BT145) – Connect Monitoring MH to existing lateral;
6. Devine Subdivision (BT252) – Construction escrow required;
7. LVIP VI Lot 43 (BT255) – Final Plans reviewed; Pre-construction meeting held 9/30/18; Shop drawings, escrow & cut sheets required;
8. 3025 Northampton Street Lateral Installation (BT294) - Lateral location to be staked by developer and escrow established;
9. Washington Park Estates (BT197) – Pre-construction conference required; 1 set of Final plans required prior to preconstruction conference;
10. Easton Avenue Sanitary Sewer Extension (20007B) – Site meeting w/contractor & BTMA staff held on 5/59/20; Plan revisions required; Work could be performed in July 2020;

III. Under Construction

1. 3551 Country Club Road Lateral Installation (BT318) – Escrow received; Pending lateral location; Lateral installed 12/6/19; Permanent paving restoration performed 5/29/20; Lateral invoice approved for payment; Permanent paving invoice approved for payment 6/5/20;
2. 4217 Fritch Drive (BT310) – Pre-construction conference held 11/19/19; Monitoring manhole installed 1/21/20; Vacuum test 30 days after frame & cover installed;
3. 4240 Nicolas Street Lateral (BT319) – Lateral installed 1/20/20; Permanent paving restoration performed 5/29/20; Lateral installation invoice approved for payment 2/13/20; Permanent paving invoice approved for payment 6/5/20;
4. Green Pond Country Club/TOA PRGCC (BT280) - Pre-construction conference held 8/19/19; Additional sanitary sewer pre-construction conference scheduled for 8/26/19; Construction

- to start in second half of September; Post-pre-construction coordination meeting held 8/29/19; Scheduled to start 9/30/19; Sanitary sewer shop drawings reviewed; Construction in progress; 30 day test waiting period ends 11/22/19 for gravity system, and ends 12/11/19 for force main; Flushing & televising of loop around club house is performed by BTMA; Pipe and manhole testing (gravity & force main) of loop completed 2/6/20;
5. William Penn Commons (BT261) – Pre-construction meeting held 7/10/12; Shop drawings received; PENNDOT HOP received; Site meeting was held on 12/11/12 with PENNDOT; on-site construction completed 2/8/13; PENNDOT work delayed; Letter issued 5/23/14 re condition of manholes; Meeting with developer, design engineer & BTMA scheduled for 8/27/14; New PENNDOT HOP required;
 6. Nancy Run Estates Phase 7 – 10 (BT290) – Pre-construction meeting held 8/8/19; 2 complete sets of Final Plans received 10/16/19; Anticipated start is Oct/Nov; BTMA TV investigation of 10th Street laterals performed 9/24/19; 10th Street lateral installations performed week of 11/4/19; Construction continues; Pipe air pressure testing in loop performed 5/59/20 & mandrell testing completed 6/2/2020;

IV. Require As-Built/Testing/Final or Maintenance Inspection

1. 1880 Chain Dam Road - Requires final paving inspection after curb replacement;
2. 5000 Township Line Road (BT311) – 2 sets of plans required; Pre-construction conference held 2/7/19; Construction to start week of 2/18/19; Plan revisions required due to gas conflict; Construction started 3/18/19; Construction completed 3/29/19; Pipe testing performed 6/18/19; Manhole testing required after 4/29/19; Permanent paving restoration performed 6/21/19 (street & driveway); As-Builts satisfactory & electronic version received; Final Inspection performed 10/11/19 with items to be addressed; Follow-up Final Inspection performed 11/27/19 with items to be addressed; Maintenance Period started 12/4/19 and ends 6/4/21 (schedule Maintenance Inspection 5/4/21);
3. 8030 William Penn Highway (BT275) – Pre-construction meeting held 6/30/16; PENNDOT manhole approval received; Construction started January 13, 2017; Testing, flushing & televising completed 3/28/17; As-Builts reviewed & final submission received; Final Inspection performed 3/30/17 & follow-up Final Inspection performed 4/3/17 with work items required; Watertight manhole frame & cover installed on doghouse manhole 5/16/17; Follow-up Final Inspection

- performed 6/8/18 with field items addressed; Maintenance Inspection performed 3/6/20 - field work items not complete;
4. Bethlehem Area Vocational Technical School (Haines Property/Skills Hill)(BT258) – Two sets of signed and sealed plans required prior to construction; Pre-construction meeting held 9/11/15; Construction completed 11/18/15; Air pressure testing performed 5/20/16 & mandrel testing performed 12/22/15 & 12/28/15; Manhole vacuum testing completed 11/4/16; Pipe televising performed 9/28/16; Final Inspection performed January 12, 2017 with items to be addressed; Follow-up Final Inspection performed 1/20/17 with all field items satisfactorily addressed; As-Builts reviewed (mylar or .pdf required) – 2nd request issued 11/5/18; 3rd request issued 1/29/19; As-Built .pdf received 2/7/19; Maintenance Inspection required;
 5. Birchwood Commons (BT191) – Pre-construction meeting held 7/19/12; Additional pre- construction meeting held 7/10/15; Construction started 11/16/15. Tie-in manhole base to be retained and filled with concrete for future BTMA pipe lining project; Partial testing performed 3/23/16; Construction restarted March 21, 2017; Construction completed 4/24/17 & testing can be performed after 5/24/17; Last of pipe testing scheduled for 6/6/17 – manhole testing performed; Final Inspection performed 12/13/18 with items to be addressed; As-Builts required - 2nd request issued 1/29/19; Follow-up Final Inspection performed 3/28/19; Follow-up Final Inspection performed again on 5/1/19 with all field work items satisfactory; As-Builts (final electronic version) received 8/23/19;
 6. Brodhead Road Distribution Center (BT302) – Pre-construction meeting held 4/25/18; Construction scheduled to start 7/24/18; Shop drawings reviewed 6/22/18; Cut sheet reviewed 8/30/18; Construction agreement & escrow received 9/4/18; Construction completed 11/1/18; Pipe testing performed 2/15/19; Manhole testing & pipe flushing & televising performed satisfactorily 6/4/19; As-Builts required; Final Inspection performed 11/26/19 with field items to be addressed; Follow-up Final Inspection performed 1/7/20 with field items to be addressed;
 7. Charles Chrin Comm. Center of Palmer Twp. - Requires vacuum testing, Final Inspection and As-Builts;
 8. CHS Medical Office – LVIP 4 Lot 26B (BT166) – Pending Maintenance Inspection;
 9. CVS – Dischinat (BT253) – Apartments sanitary sewer manhole vacuum test completed 5/12/11; Final Inspection was performed 5/18/11 with all items satisfactory; Maintenance Inspection required;

10. Freemansburg Dental (BT266) - Pre-construction conference held 7/30/14; Meeting w/BTMA & BTMA contractor scheduled for 9/29/14; BTMA contractor installed lateral and monitoring manhole 12/9/14; Manhole vacuum testing was performed 2/18/15; As-Builts reviewed & .pdf received; Final Inspection performed 6/25/15; Maintenance Inspection required;
11. LVIP IV Lot 55 & 56 Fresh Pet (BT268) – Lateral installed 9/19/19;
12. LVIP IV Lot 57 Freshpet (BT298) – Site meeting held 5/11/18 with BTMA, developer and engineer; Two complete sets of plans received 6/10/19; Pre-construction meeting scheduled for 7/22/19; Cut sheets reviewed 7/18/19; Shop drawings reviewed (additional required); Construction completed 8/14/19; Pipe testing & CCTV completed 8/14/19; Manhole vacuum testing and Final Inspection performed 1/24/20 with field items to be addressed; As-Builts required; Lateral installed 9/19/19; Follow-up Final Inspection performed 3/6/20 with all field work items satisfactory; 18 month Maintenance Period Inspection due 9/6/21;
13. Madison Farms Phase 1 (BT260) – Partial mandrel & air pressure pipe testing performed; Manhole vacuum testing performed 4/21/15; Pipe flushing & televising performed 3/24/15; Final Inspection performed 12/13/16; Follow-up final Inspection performed 3/10/17 with all field items satisfactorily addressed – report issued 6/5/17 with field item to be addressed; Revised As-Builts satisfactory & electronic final version for GIS received 6/11/19; Follow-up Final Inspection performed 12/9/19 with all field work items satisfactorily addressed; Maintenance Inspection required;
14. Madison Farms Phase 2 (BT260) – Testing, flushing & televising performed 11/17/16; As-Builts reviewed (PDF received 10/17/19); Final Inspection performed 12/9/19 with field work items to be addressed; Follow-up Final Inspection performed 5/7/20 with all field work items satisfactorily addressed;
15. Madison Farms Phase 3 (BT260) – Testing, flushing & televising performed 11/17/16; As-Builts requested; Revised As-Builts satisfactory and electronic version received 7/2/19; Final Inspection performed 12/9/19 with all field work items satisfactorily addressed; Maintenance Inspection required;
16. Madison Farms Phase 4 (BT260) – Partial pipe testing performed 4/28/17 & 6/21/17; As-Builts required; Pipe repair between MH 17 & MH 30 addressed 6/9/17; Pipe repair addressed 6/17/17 between MH 16 & MH 17; As-Builts reviewed (PDF received 10/17/19); Final Inspection performed 12/9/19 with field work items to be addressed; Follow-up Final Inspection

performed 5/7/20 with all field work items satisfactorily addressed;

17. Madison Farms Phase 5 (BT260) – Pipe testing performed 2/6/18; As-Builts required; Manhole testing performed 9/12/18; As-Builts reviewed; Signed & sealed PDF requested 11/18/19; Revised As-Builts satisfactory and electronic version received 11/19/19; Final Inspection required;
18. McDonald's Re-Build – Rt. 191 (BT289) - Pre-construction meeting held 5/1/17; Lateral investigation scheduled for 5/22/17 showed broken pipe; Site meeting with BTMA contractor 5/23/17 to provide price for McDonald's payment; Site meeting 5/31/17 with NCCD, BTMA & contractor, & site manager re E & S requirements; Monitoring manhole installation performed without observation notice; Pipe installation completed 6/12/17; Pipe and manhole testing performed 7/11/17; Final Inspection performed 8/15/17 with field items to be addressed; As-Builts reviewed (resubmission required); As-Builts requested; 3rd request issued 1/29/19;
19. Negrao (BT105) – City of Bethlehem; As-Builts required;
20. Vineyard at Wagner Farms – Phase 8 (BT148) –Reviewed As-Builts (mylar to be submitted). Final Inspection performed 11/11/11 and no field work items remain to be addressed; Project close-out pending;
21. William Penn Commons (BT261) – On-site sanitary sewer testing completed 5/31/13; As-Builts required;

V. As-Built in Progress

- 1) GIS Updating for BTMA (BT405) –
 - A. LVIP VI Lot 25A – With BTMA staff;
 - B. LVIP VI Lot 9 BGSD – With BTMA staff;
 - C. LVIP VI Flexicon Expansion - With BTMA staff;
 - D. NCACC Dorm Expansion – With BTMA staff;
 - E. Freemansburg Dental - With BTMA staff;
 - F. Freemansburg Avenue Corridor Improvements – With BTMA Staff
 - G. Meyer Lane Apartments – With BTMA Staff
 - H. BAVTS Skills Hill - With BTMA Staff
 - I. Our Lady of Perpetual Help Emergency Repair - With BTMA Staff
 - J. Madison Farms Phase 1 – With BTMA staff
 - K. Madison Farms Phase 3 – With BTMA staff
 - L. 5000 Township Line Road – With BTMA Staff
 - M. Madison Farms Phase 2 – With BTMA staff
 - N. Madison Farms Phase 4 – With BTMA staff
 - O. Madison Farms Phase 5 – With BTMA staff

VI. As-Builts Completed, Mylars Received, in GIS

VII. Miscellaneous

- 1) Chapter 94 Report (BT400) – Provided to BTMA staff 1/3/20;
- 2) William Penn Highway/Indiana Street (BT400) – Gravity and LPSS lateral investigation;
- 3) COB/BTMA Northeast Interceptor Repairs (19007C) – Site meeting held 7/1/19 to determine extent of paving requirements; Paving tentatively scheduled for late August/early September time frame; Schuylkill Paving met for site visit 8/14/19; PENNDOT HOP data provided to ARRO; Sunset Dr. emergency paving is scheduled for 9/3/19; Final pavement restoration performed 9/6/19, except for Willow Park Rd. (PENNDOT HOP) paving still to be performed; Paving invoice for Township roads processed for payment; PENNDOT HOP received; Permanent paving restoration work completed 5/28/20; HOP paving invoice currently under review;

VIII. Review Complete – No Field Work