

The September 22, 2014 regular monthly meeting of the Greater Hazleton Joint Sewer Authority was called to order by Chairman Veneroso at 7:30 PM. All in attendance gave a pledge of allegiance. Board Members George and Fay were absent and all other Board Members were present. Attorney Cynthia Vullo of the Koff Mangan Vullo & Gartley law firm was also present. Brian Kauffman, P.E. of Gannett Fleming, Inc. and Robert Dougherty, P.E. of RJD Engineering, Inc. were in attendance during the Work Session.

Milot & Grink moved to enter Executive Session to discuss a legal issue.

Passed: Aye-7, Nay-0, Absent-2

After the Board moved out of Executive Session, Chairman Veneroso called for Public Comment.

PUBLIC COMMENT

During the Work Session Dec Deakos, a resident of the City of Hazleton, stated that a storm sewer inlet on Wyoming Street near the Hazleton Post office was in bad condition and in need of repair. The Field Operations Manager, Andy Nowak, stated that he would contact Frank Vito at the Hazleton City Public Works Department to inform him of the problem.

Director of Operations Report - MONTHLY FLOW REPORT

	<u>August 2014</u>		<u>Year to Date</u>		
			<u>Total</u>		<u>Average</u>
Total Flow	188,449,601	Gallons	2,219,609,596	Gallon	xxxxx
Total Flow Bypassed	2,385,604	Gallons	87,392,807	Gallon	xxxxx
Days Flow Bypassed	5	Days	49	Days	xxxxx
Total Flow Treated	186,063,997	Gallons	2,132,216,789	Gallon	xxxxx
Average Minimum	4.1	MGD	xxxxx	xxxxx	6.5 MGD
Average Maximum	10.5	MGD	xxxxx	xxxxx	14.1 MGD
Average Daily Flow	6.0	MGD	xxxxx	xxxxx	8.8 MGD

Christopher Carsia, the Director of Operations, reported on the flow for August 2014. He said the total volume of wastewater diverted from all point sources for the month was estimated to be 41.198 million gallons with approximately 2.386 million gallons of treated outflow diverted at the treatment plant. He said approximately 3.027 million gallons of the total diverted flow was treated outflow from the Autumn & Ridge CSO Separator. He said the flow to the treatment plant was recorded at 188.5 million gallons with 186 million gallons treated. He also stated that the average daily flow to the treatment plant for the month was 6.5 MGD and the year to date average daily flow decreased to 8.8 MGD, which is below the Authority's permitted capacity.

The Director of Operations reported that revenues for August 2014 were \$832,588.23, which is a 4% increase from the prior year. He said the bills issued for hauled waste received in July totaled \$140,050.18, which is a decrease of 8.1% from the prior year. He said the decrease was due to approximately 1 million gallons less discharge of hauled waste for the month. He then reported that liquid waste haulers, Liquid Motion and Gotta Go Septics continue to pay toward their past due balances.

The Director of Operations then reported on line flushing activity on the feeder lines to the Gashouse Pump Station. He said a dredger attachment was purchased for the Vac Truck to clean the 21" pipe between the animal shelter and the Gashouse Pump Station. He said a bypass pump was used to isolate each segment of pipe being flushed. Andy Nowak reported that 400 feet of pipe were cleaned over a 9 day period and the concrete pipe was televised and looks to be in good condition. Board Member Eyerly asked how long it would be before the line would need to be flushed again. Andy responded that it would be checked about every two years to determine if it needs to be cleaned. Board Member Cuozzo asked how long it had been since the last time the line was flushed. Christopher responded that Biros Septic and Drain Cleaning flushed the line a few years ago, but they were not able to fully complete the job with their truck. Andy stated that the Authority's Vac Truck is much more powerful and with the 60 pound dredging nozzle, the pipe was able to be completely cleaned of debris. He said the Road Crew will be relocating the bypass pumps to the feeder line coming from the Mill Street Diversion Chamber into the Gashouse Pump Station for a thorough cleaning of that line.

The Field Operations Manager, Andy Nowak, reported that the Road Crew continues to raise manholes to street level in the Heights section of Hazleton City. He said a sinkhole developed at the intersection of Diamond Avenue and Laurel Street and it appears to be a broken clay pipe lateral that connects to a stone arch at Diamond Avenue. He said the hydro-excavator on the Vac Truck is needed to dig this area and he would schedule the job as soon as the Vac Truck is available. Andy then reported that the Autumn & Ridge CSO Separator was blocked again and needed to be unblocked by the Road Crew. He said they removed a large amount of debris including cans, plastic bottles, and pieces of wood, which are getting into the sewer system and eventually accumulating in the valve between the separator and the wet well.

Andy also reported that the Authority participated in the MGOC Auction and was able to sell an old generator and a Bobcat backhoe attachment that were no longer needed for operations. He said the Authority received a check for \$3,520.00 for the sale.

Andy then reported that Hazle Township requested that an additional manhole be added at 22nd and Putman Streets to alleviate a problem with sewer flows backing up the line from flows entering a manhole from opposite directions. He said the request would be investigated to determine the scope of work and placement of the manhole. He said since it would affect the traffic patterns of the schools in the area, he suggests scheduling the project after the end of the school year.

The Director of Operations informed the Board that the Authority's Environmental Manager, Laura Motel, received a request from a Wilkes University Professor to allow students in a wastewater design class to set-up a wastewater sampler at the Authority's influent and effluent to calculate the BAF's efficiency for removing trace organic compounds. He said the same request was made at Wyoming Valley Sanitary Authority (WVSA). Board Member Eyerly noted that the Authority should request a copy of their research results when the study is complete.

The Director of Operation reported that the Worker's Compensation carrier, Lackawanna Insurance sent a written notice that he policy expires on December 31, 2014. He said he will need to renew the policy before the end of the year and so far this year there have been no claims that would prevent the renewal.

The Operations Manager, Gregory Olander, reported on a breakdown to the sludge conveyor in the FS Department. He said the Maintenance Department was called on Friday evening to repair a torn belt, which was completed at that time; however, the belt tore again on Sunday. He said they patched the belt again and had to replace a burned drive belt to get the conveyor functional. He stated that Pioneer Construction was making progress with the Sludge Cake Pump Installation, which will replace the belt conveyors.

Gregory then reported that in order to start-up Rotary Press #3 and the Sludge Cake Pump, there is SCADA programming that needs to be completed so the equipment can be integrated to communicate with the rest of the plant. He said a meeting was held with Brian Kauffman and Larry Bingaman, Gannett Fleming's, SCADA specialist, Gene Zynel, and himself to outline the remaining computer integration and SCADA work needed to get the new pieces of machinery communicating with the other systems in the plant. He said developing a Request for Proposal (RFP) was discussed to allow qualified contractors to quote on the project and he recommended that the Board authorize Gannett Fleming to develop the specifications.

Gregory also reported that the new Liquid Polymer makeup system was placed in service on September 16, 2014. He said the startup went very well and there is already increased production being realized in solids processing as well as a small reduction in polymer usage. He said the second phase of the project is to convert from potable water to plant water for polymer batching. He said there should be a significant savings to the potable water line item in the budget after converting to plant water. He said an upgrade to plant water pumps and systems is needed to make this conversion and the maintenance department would be working toward the changeover. He said the new plant water system is listed in the 5-year Capital Projections for this fiscal year.

Gregory then reported that Port Elevator was issued a Notice to Proceed for the Elevator Modernization Project. He said they sent a maintenance agreement, which includes a telephone service that is mandatory for operating elevators. He said the Authority's security company would be able to provide this service at a lower cost than Port Elevator, but Ryan Peterko would still be consulted to recommend which maintenance agreement is needed for routine scheduled work on the elevator's mechanical components. Board Member Fay asked how long the work would take to complete the elevator upgrades. Brian Kauffman responded that it should take approximately 2 months once the project is started.

Gregory also reported that the Business Office is now accepting credit cards for payment of sewer bills from walk in customers who present their credit card. He said the new Authority website is approximately 80% complete and when finished, customers will also be able to make credit card or electronic check payments online.

Board Member Cuozzo asked why Rotary Press #3 was still not completed when the minutes from 2012 state that the project is nearly complete. Gregory stated that the maintenance department has been pulled away from the installation work due to other breakdowns in the plant and pump stations. He said they spent a large amount of time at the Gashouse Pump Station to keep pumps running over that timeframe. He also stated that the 3rd press cannot operate without the Sludge Cake Pumps running. He said the Sludge Cake Pump Installation is not completed yet and SCADA integration must also be performed before Rotary Press #3 can become operational.

Grink & Carsia moved to accept the Director of Operations report and to have the written report on diverted flows made a permanent part of the record. Passed: Aye-7, Nay-0, Absent-2

Engineer's Report – Robert Dougherty presented the Board with a summary sheet for work performed in August and September. He said camera work was performed on the sewers at Dietrich Avenue, S. Poplar Street, Thirwell Avenue, 13th & Hayes, 1st & Laurel, and N. Poplar Street in Hazleton City and Penn Street, Harvey Street, and Cindy Street in West Hazleton Borough. He then stated that dye testing was performed at Cranberry Avenue near the Hospital to locate any new sewer connections. He also reported that the rain gauges were re-programmed to communicate with the server through the new data connection. Robert then reported that the work is continuing on the sewer separation plans and the East side of the project is about 2/3 complete. He also reported that research was done to investigate whether the Authority owns additional land near the treatment plant. He said the County GIS maps were used to create a property mosaic map to identify the owners of parcels in Valmont Industrial Park near the treatment plant. He said there were no additional properties found that are owned by the Authority. He then reported that the Hazleton and West Hazleton sewer maps were provided to Attorney Ustynoski for filing. Attorney Ustynoski stated that the deeds for the collection system lines were filed with the maps as exhibits.

Brian Kauffman reported that he reviewed the shop drawings for the Elevator Modernization Project. He said that he is still evaluating the screening options for the Gashouse Pump Station. He stated that the NPDES Permit is still on hold by EPA and the Authority continues to operate under a permit extension. He reported that the structural sub-contractor is scheduled to begin injection work on the Nitrification and Denitrification structures the week of September 22, 2014. He informed the Board that a meeting was set between Infilco Degremont, Inc. (IDI) and the Authority at Gannett Fleming's office in Camp Hill on September 24, 2014 to discuss the options for additional air quality equipment needed to meet the new air quality regulations contained in the recently received permit. Brian then recommended payment of Payment Estimate #2 of the Sludge Cake Pump Installation Project that is on the agenda for the Board's consideration.

Christopher Carsia informed the Board that before the Authority can begin surcharging industrial users for treating their higher strength waste, a study needs to be performed. He said Nicholas Sahd of Material Matters, Inc. is ready to begin a study to determine the cost of treating high strength waste at the treatment plant. He said the study is expected to take approximately 40 to 45 hours to complete. Christopher then reported that the Luzerne County Conservation District is requesting a termination notice to certify that the 2008 WWTP Upgrade Project is complete. He said the form was completed and signed by Chairman Veneroso and is ready to be returned to the Conservation District.

Andy Nowak reported that he visited the property located at Chapel and Mill Streets in Hazleton City as a follow-up to the comments made by Mr. Jones at the September 4, 2014 special meeting. He said the standing water was tested for fecal coliform bacteria and the result was negative. He said the test determines that the standing water on his property is not sewage.

Milot & Grink moved to accept the Engineer's report.
Passed: Aye-7, Nay-0, Absent-2

Solicitor's Report – In addition to what was reported in Executive Session, Attorney Ustynoski stated that he had nothing additional to report.

Carsia & Boyarski moved to accept the Solicitor's report. Passed: Aye-7, Nay-0, Absent-2

Grink & Milot moved to accept the Investment Consultant's Report as presented.

Roll Call: Boyarski-yes, Carsia-yes, Cuzzo-yes, Eyerly-yes, Fay-absent, George-absent, Grink-yes, Milot-yes, Veneroso-yes

BILLS AND CREDITS

Eyerly & Milot moved to approve payment of Gannett Fleming, Inc. invoices and requisitions from June 28, 2014 through July 25, 2014, totaling \$12,617.35 as listed in the following table:

<u>Requisition #</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
Operating Fund	051153.A*7-26	Annual Services Work	\$ 2,972.60
Operating Fund	051153.B*7-27	Attending Authority Meetings	\$ 525.51
A456	048847.C0*7-25	Incinerator Design	\$ 6,253.72
C151	048847.B*7-24	WWTP Upgrade Construction Phase	\$ 2,865.52
Total			\$ 12,617.35

Roll Call: Boyarski-yes, Carsia-yes, Cuzzo-yes, Eyerly-yes, Fay-absent, George-absent, Grink-yes, Milot-yes, Veneroso-yes

Cuzzo & Grink moved to approve Requisition #A457 payable to RJD Engineering, Inc., totaling \$10,277.00, for Project #14-103, invoice dated August 30, 2014, for fieldwork and materials associated with the mapping, investigation, and design for the Button Buck CSO Separation Project from August 1, 2014 to August 30, 2014.

On the Question: Board Member Cuzzo asked when the Button Buck Project would be ready to bid. Andy Nowak responded that during his last conversation with Robert Dougherty he indicated that the Board would be informed that the project is be ready to bid during the October Board Meeting.

Roll Call: Boyarski-yes, Carsia-yes, Cuzzo-yes, Eyerly-yes, Fay-absent, George-absent, Grink-yes, Milot-yes, Veneroso-yes

Eyerly & Grink moved to approve Requisition #A458, payable to Pioneer Construction Company, Inc., totaling \$53,247.60, for Payment Estimate #2 of the Sludge Cake Pump Installation Contract as recommended by the Engineer. The original contract price was \$185,800.00; add for Change Order #1 in the amount of \$2,035.00 for a Total Contract Price of \$187,835.00. The total of payments made to date including this payment is \$95,517.00, which leaves a balance of \$92,318.00.

Roll Call: Boyarski-yes, Carsia-yes, Cuzzo-yes, Eyerly-yes, Fay-absent, George-absent, Grink-yes, Milot-yes, Veneroso-yes

Milot & Eyerly moved to authorize payment from the Operating Fund in the amount of \$1,226,089.39, for Operating and Administrative Expenses (\$663,167.04); Construction in Progress (\$56,763.72); Equipment and/or Office Equipment (\$4,966.48); Debt Service Series 2012-A Bond (\$165,375.00); Debt Service Series 2012-B Bond (\$172,250.00); Pennvest Loan #27769 (\$158,666.52); Pennvest Loan #74119 (\$1,473.64); and Pennvest Loan #58103 (\$3,426.99) from the month of August 2014.

Roll Call: Boyarski-yes, Carsia-yes, Cuzzo-yes to all except Skitco Invoices for which she abstains, Eyerly-yes, Fay-absent, George-absent, Grink-yes, Milot-yes, Veneroso-yes

Grink & Eyerly moved to approve issued credits totaling \$16,113.56 from month of August 2014.

On the Question: Board Member Cuzzo asked why there was a large credit to Onsite Portable Toilets. Gregory Olander stated that the company's assets were liquidated, which was previously reported to the Board. He said this credit merely clears their account for the Authority's bookkeeping.

Roll Call: Boyarski-yes, Carsia-yes, Cuzzo-yes, Eyerly-yes, Fay-absent, George-absent, Grink-yes, Milot-yes, Veneroso-yes

NEW BUSINESS

Cuzzo & Eyerly moved to approve a sewage connection allocation for one (1) EDU in the City of Hazleton for Brian and Faith Mandak for a residential property located at 836-840 East Diamond Avenue. This allocation is contingent upon the applicant paying all fees and charges established by the Authority and satisfying all conditions for proper connection, including inspections, to the sewer system as set forth by the Authority and/or its Engineer.

On the Question: Board Member Carsia asked where this property was located. Andy Nowak said it is a vacant lot on East Diamond Avenue where they plan to build. Board Member Cuzzo asked what fees the applicant would pay since the fee schedule has not been completed yet and she asked how the Authority can charge after the approval is given. Attorney Ustynoski stated that the allocation letter that has been drafted is conditional, which allows for the Authority to collect its fees. Andy Nowak read a passage from the allocation letter that states "This allocation shall not be binding upon the Authority until all fees and charges established by the Authority are paid in full." Attorney Ustynoski stated that the Authority reserved its right to charge the fee. Board Member Cuzzo then asked how much longer it would be until the connection study would be complete. Gregory Olander stated that he received a message earlier today from Joe Smith of Schumacher Engineering to setup a meeting later in the week with Authority Management to review a draft of the study before it is brought to Attorney Ustynoski for a final review.

Roll Call: Boyarski-yes, Carsia-yes, Cuzzo-yes, Eyerly-yes, Fay-absent, George-absent, Grink-yes, Milot-yes, Veneroso-yes

Grink & Milot moved to approve the purchase of one (1) Caterpillar model 308E2CRSB Hydraulic Excavator, including a 4-year extended warranty, for the purchase price of \$111,889.00 from Cleveland Brothers Equipment Company of Wilkes-Barre, PA, through DGS State Contract #4400011420 (COSTARS), for use by the Collection System Division.

On the Question: Board Member Grink asked if this was a normal size excavator. Andy Nowak responded that it is a zero turn mini excavator with rubber tracks so it can be run on sidewalks. He said it is a smaller excavator than the one the Authority currently owns.

Roll Call: Boyarski-yes, Carsia-yes, Cuzzo-yes, Eyerly-yes, Fay-absent, George-absent, Grink-yes, Milot-yes, Veneroso-yes

Cuzzo & Eyerly moved to authorize Gannett Fleming to prepare a Request for Proposals (RFP) for professional services to program and integrate controls through SCADA for Rotary Press #3, the Sludge Cake Pumps, Sludge Conveyors, and other equipment at the treatment plant as recommended by the Operations Department.

On the Question: Board Member Cuzzo asked whether Rotary Press #3 was completed. Christopher Carsia responded that it was not completed in its entirety. Gregory Olander stated that the screw conveyor must be installed under the press to collect the sludge before it can be started and that is part of the Pioneer Construction contract. Christopher said completing the installation of the third rotary press was not a high priority because it cannot be started until the sludge cake pump is operational. Gregory Olander stated that without the required programming, the Rotary Press #3, Sludge Cake Pumps, and Sludge Conveyors cannot become operational.

Roll Call: Boyarski-yes, Carsia-yes, Cuzzo-yes, Eyerly-yes, Fay-absent, George-absent, Grink-yes, Milot-yes, Veneroso-yes

Grink & Boyarski moved to authorize the payment of \$800.00 per month to Karchner Logistics & Distribution for the lease of the rear garage and approximately 40,000 sq. ft. of exterior land at the rear of the 50 Jaycee Drive property in Valmont Industrial Park conditioned upon the parties entering into a written lease agreement.

On the Question: Board Member Cuzzo asked what the 40,000 sq. ft. of land adjacent to the Authority's property would be used for. Christopher Carsia responded that the Authority is currently using the land for stockpiling of materials needed for the Collection System Division such as pipe, manholes, stone, and equipment and parking for vehicles.

Roll Call: Boyarski-yes, Carsia-yes, Cuzzo-no, Eyerly-yes, Fay-absent, George-absent, Grink-yes, Milot-yes, Veneroso-yes

Board Member Grink informed the Board that he received a call from West Hazleton Councilman Paul Platukis concerning a resident who was caught dumping motor oil in a storm sewer inlet (SSI) in the Borough. He said the Authority was notified when it happened and inspected the SSI after it was flushed. He said a discussion arose regarding enforcement to deter this from reoccurring in the future. He asked if the Authority had something in place to fine someone if they are caught dumping illegally. Christopher Carsia responded that there are ordinances in place at each of the municipalities that are identical to the Authority's Industrial Pretreatment Resolution, which allow for enforcement. Board Member Carsia asked if the Authority had any time involved in the cleanup effort. Andy Nowak stated that there were two employees and the Vac Truck who participated in the cleanup. Board Member Carsia stated that the person responsible should pay the costs for the cleanup efforts. Board Member Eyerly stated that if something like this happens in the future, code enforcement should immediately contact the Authority so evidence can be collected.

Milot & Boyarski moved to adjourn. Passed: Aye-7, Nay-0, Absent-2

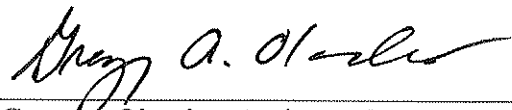
The meeting was adjourned at 8:49 PM.

The next regularly scheduled Work Session will be Wednesday, October 22, 2014 at 7:00 PM.

The next regularly scheduled monthly meeting will be Monday, October 27, 2014 at 7:30 PM.

Respectfully submitted,

Greater Hazleton Joint Sewer Authority



Gregory Olander, Assistant Secretary