

The February 23, 2015 regular monthly meeting of the Greater Hazleton Joint Sewer Authority was called to order by Chairman George at 7:30 PM. All in attendance gave a pledge of allegiance. All Board Members were present and there was one vacant Board seat. Brian Kauffman, P.E. of Gannett Fleming, Inc. was also in attendance. Robert Dougherty, P.E. of RJD Engineering, Inc. was in attendance during the Work Session.

PUBLIC COMMENT

Dee Deakos, a resident of the City of Hazleton, asked if a Request for Proposal (RFP) was issued for project management services for the Button Buck CSO Project. Chairman George responded that an RFP was not issued. She then asked if the project management was awarded. Chairman George responded that it was not awarded yet.

Eyerly & Fay moved to approve the minutes of the January 26, 2015 Regular Monthly Meeting. Passed: Aye-8, Nay-0, Absent-0

Milot & Grink moved to approve the minutes of the January 8, 2015 Special Meeting. Passed: Aye-8, Nay-0, Absent-0

Fay & Boyarski moved to approve the minutes of the January 22, 2015 Special Meeting. Passed: Aye-8, Nay-0, Absent-0

Financial Assessment Committee –

Christopher Carsia reported that contracts were executed for purchase of energy for calendar years 2016 and 2017 as authorized at the last meeting. He said the committee met when pricing was received from PPL EnergyPlus and Mr. Joseph Clifford of The C Group, an energy broker who obtained quotes from multiple suppliers. Christopher stated that the PPL EnergyPlus price was the lowest at 5.978 cents per kWh and he expects the savings to be about \$40,000 per year from the current rate depending on power usage during those periods.

Boyarski & Milot moved to accept the Financial Assessment Committee report as presented. Passed: Aye-8, Nay-0, Absent-0

Director of Operations Report - MONTHLY FLOW REPORT

	<u>January 2015</u>		<u>Year to Date</u>		
			<u>Total</u>		<u>Average</u>
Total Flow	<u>221,723,715</u>	Gallons	<u>221,723,715</u>	Gallon	xxxxx
Total Flow Bypassed	<u>116,095</u>	Gallons	<u>116,095</u>	Gallon	xxxxx
Days Flow Bypassed	<u>1</u>	Days	<u>1</u>	Days	xxxxx
Total Flow Treated	<u>221,607,620</u>	Gallons	<u>221,607,620</u>	Gallon	xxxxx
Average Minimum	<u>5.1</u>	MGD	xxxxx	xxxxx	<u>5.1</u> MGD
Average Maximum	<u>9.2</u>	MGD	xxxxx	xxxxx	<u>9.2</u> MGD
Average Daily Flow	<u>7.2</u>	MGD	xxxxx	xxxxx	<u>7.2</u> MGD

Christopher Carsia, the Director of Operations, reported on the flow for January 2015. He said the total volume of wastewater diverted from all point sources for the month was estimated to be 7.041 million gallons with approximately 0.116 million gallons of treated outflow diverted at the treatment plant. He said approximately 0.540 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 221.7 million gallons with 221.6 million gallons treated. He also stated that the average daily flow to the treatment plant for the month was 7.2 MGD. He then reported that the extreme cold weather has caused some operational problems at the plant. He said the drain lines on Bioair odor control system became frozen and the system is out of service until warmer weather thaws the system. He said the Authority's DEP representative was notified of the breakdown.

The Director of Operations reported that revenues for January 2015 were \$943,370.88, which is a decrease of 3.7% from the prior year. He said the bills issued for hauled waste received in January totaled \$107,478.69, which is a decrease of 31.5% from the prior year. He then reported that liquid waste hauler, Liquid Motion, is now current with payment on their accounts. He then said Gotta Go Septics paid \$2,500 this week and \$4,200 last week toward their past due balance.

The Operations Manager, Gregory Olander, reported that the startup of Rotary Press #3 and the Sludge Cake Pumps began on February 17, 2015. He said the rotary press is fully operational and being optimized at this time; however, there were some start-up issues with the sludge cake pumps that need to be addressed by the manufacturer. He reported that Rotary Press #1 and #2 would be evaluated by the equipment manufacturer to determine the extent of repairs needed. He then reported that the elevator passed all aspects of the state inspection except transferring to backup generator power. He said there was a problem transferring to generator power during the inspection and a continuance was issued by the state inspector until final inspection occurs on February 24, 2015. He said Ryan Peterko worked with a generator technician to rectify the issue with transfer of power to the generator.

The Director of Operations then reported that he spoke with the superintendent of Bloomsburg WWTP regarding their sludge. He said they were not operating their rotary presses and they have been hauling their sludge to our plant for dewatering. He said the Bloomsburg waste has been causing some dewatering problems and a price increase is being contemplated due to higher solids content and lack of mixing of their sludge, which is causing it to become septic before it is transported.

The Field Operations Manager, Andy Nowak, reported on a repair that was made at Mill and Chapel Streets in Hazleton. He said Mr. Bob Jones reported a sinkhole at that location near his property. He said an abandoned lateral was found at the location of the sinkhole that is believed to come from an old dye house. He said it was not plugged and was still connected to a 72" concrete sewer line. He said it was plugged and backfilled by the Authority's Road Crew. He also mentioned that the Road Crew is assisting with snow removal in West Hazleton.

Gregory Olander reported that the Authority's server that manages all computer and billing data is in need of upgrade. He said storage in the server is near full capacity and the warrantee expires in March 2015. He recommended the Board upgrade to a new server with more storage capacity through Golden Business Machines, Inc. He said the hardware is state contract pricing and the Microsoft licensing and software is the government pricing. He asked the Board to consider the request, which is on the agenda.

Milot & Fay 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-8, Nay-0, Absent-0

Engineer's Report – Robert Dougherty gave the Board a written proposal for Inspection and Construction Management Services on the Button Buck CSO Separation Project. He said the proposal was reviewed by the Solicitor and Authority Management. Attorney Ustynoski stated that he asked Mr. Dougherty to include preparation and reporting of change orders to the Board in his proposal. Robert then reported on the discussions with Norfolk Southern Railroad for easements needed for the project. He said the deed easements were being prepared and maps have been created as attachments.

Brian Kauffman reported that the Elevator Modernization Project is now complete. He said the SCADA Request for Proposal (RFP) deadline was moved back to March 4, 2015 after discussions in the pre-proposal conference. He reported that the annual Sludge Monitoring Report was completed and there were 3,434 metric tons produced in 2014, which is a 12% increase from the prior year. He said the Control Building Window Replacement bids were reviewed Notice of Intent to Award will be issued to the low bidder, Mesko Glass. He then reported that additional information was provided to CFA regarding the two LSA grant applications that were submitted for the Button Buck CSO and the Incinerator. He stated that his firm is preparing the annual Chapter 94 and CSO Reports for submission to DEP. He also said a draft response to DEP on CSO related issues would be sent to the Authority staff for review. He also reported that he was given a three week estimate for delivery of the four (4) remaining custom link seals to repair the Nitrification and Denitrification cells that are currently out of service. He stated that a response from Grundfos/Chicago Pumps is expected this week for the evaluation of a failed Gashouse pump motor. He also reported that he continues to review shop drawings for the sewage sludge incinerator project. He then reported that the sludge cake pumps and Rotary Press #3 were started up last week and the installation of a transfer conveyor still needs to be completed.

Eyerly & Grink moved to accept the Engineer's report.

Passed: Aye-8, Nay-0, Absent-0

Solicitor's Report – In addition to what was reported in Executive Session at the Work Session, Attorney Ustynoski reported that according to Mike Franzen, the Grundfos response was being reviewed by their management and attorney prior to being released to the Authority.

Boyarski & Fay moved to accept the Solicitor's report. Passed: Aye-8, Nay-0, Absent-0

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

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

BILLS AND CREDITS

Eyerly & Milot moved to approve payment of Gannett Fleming, Inc. invoices and requisitions from November 29, 2014 through December 26, 2014, totaling \$25,714.02 as listed in the following table:

<u>Requisition #</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
Operating Fund	051153.A*12462	Annual Service Work	\$ 6,122.65
Operating Fund	051153.B*12465	Attending Authority Meetings	\$ 594.70
Operating Fund	051153.D*12466	Pretreatment Program	\$ 100.80
Operating Fund	051153.E*12467	CSO Work	\$ 968.05
Operating Fund	051153.AJ*12464	Wastewater Capacity Issues	\$ 852.78
Operating Fund	051153.01*12461	SCADA Update	\$ 3,471.47
Operating Fund	051153.AG*12463	CFA Financing	\$ 6,449.69
A468	048847.CO*12460	Incinerator Design	\$ 2,274.08
C157	048847.B*12459	WWTP Upgrade Construction Phase	\$ 4,879.80
Total			\$ 25,714.02

Roll Call: Boyarski-yes, Carsia-yes, Cuozzo-yes, Eyerly-yes, Fay-yes, George-yes, Grink-yes, Milot-yes

Cuozzo & Fay moved to authorize payment from the Operating Fund in the amount of \$718,669.63 for Operating and Administrative Expenses (\$497,312.48); Construction in Progress (\$49,362.29); Transfers to Other Authority Accounts (\$8,427.71); Pennvest Loan #27769 (\$158,666.52); Pennvest Loan #74119 (\$1,473.64); and Pennvest Loan #58103 (\$3,426.99) from the month of January 2015.

Roll Call: Boyarski-yes, Carsia-yes, Cuozzo-yes, Eyerly-yes, Fay-yes, George-yes, Grink-yes, Milot-yes

Cuozzo & Boyarski moved to approve issued credits totaling \$2,420.20 from month of January 2015.

Roll Call: Boyarski-yes, Carsia-yes, Cuozzo-yes, Eyerly-yes, Fay-yes, George-yes, Grink-yes, Milot-yes

NEW BUSINESS

Milot & Grink moved to approve the RJD Engineering, Inc. proposal dated February 12, 2015 for Project Management and Construction Inspection Services for the Button Bock Sewer Separation Project with hourly rates between \$48.00 for Inspectors and \$81.00 for Project Managers depending on personnel being used. The approximate cost of Project Management and Construction Inspection Services for all five contracts is \$191,901.00.

On the Question: Board Member Cuozzo asked why the Board was moving to approve this proposal before the contracts have been awarded. Chairman George responded that RJD has been working on this project and it is merely a formality because these contracts will be awarded in the near future. He said if we decide not to move forward with the contracts, the engineer will not be needed for those services. Board Member Cuozzo said it should be conditioned on receiving funding for the project. Gregory Olander stated that funding for the project has already been received in the form of a H₂O Grant from the State, which will fund 2/3 of the overall project with the Authority matching 1/3 of the cost. He said the LSA grant application that is pending is to supplement the Authority's matching contribution. Attorney Ustynoski stated that if no LSA grant money is received we would still moving forward with the project. Board Member Cuozzo stated that we didn't award the contracts yet. There was a discussion of the timeline for awarding the contracts and how that affects the LSA eligibility. Gregory stated that if Notice to Proceed is issued for the contracts prior to the LSA grant award date; the contract is

no longer eligible for funding under the LSA Program. Board Member Grink asked how the \$191,901.00 amount relates from what was expected to what is actual. Gregory stated that the motion is to approve the inspectors and project management at the hourly rate. He said the total amount in the motion is only an estimate, which is dependent on the length of time the construction contractors are on the job.

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

Cuzzo & Eyerly moved to purchase one (1) HP ML350P G8 server from Golden Business Machines, Inc. for the purchase price of \$17,763.00, which is the State Contract price for hardware. The purchase includes all Microsoft software and licensing, an upgraded warrantee to 5 years, and set-up/installation costs for up to 40 hours.

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

Cuzzo & Milot moved to approve payment in the amount of \$139,760.00 to Port Elevator, Inc. for completion of the Elevator Modernization Project conditioned on a satisfactory final inspection by the state and as recommended by the Authority's Engineer.

On the Question: Board Member Eyerly asked if the issue with the generator was resolved. Gregory Olander responded that a Cummings generator technician was onsite Friday February 20, 2015 to address the transfer to generator power. He said the breaker on the generator was tripping, but they believe the issue has been resolved. He said the final inspection is scheduled for tomorrow.

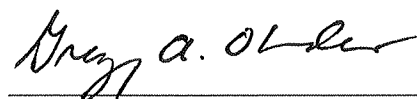
Roll Call: Boyarski-yes, Carsia-yes, Cuzzo-yes, Eyerly-yes, Fay-yes, George-yes, Grink-yes, Milot-yes

Milot & Carsia moved to adjourn. Passed: Aye-8, Nay-0, Absent-0
The meeting was adjourned at 7:44 PM.

The next regularly scheduled Work Session will be Wednesday, March 18, 2015 at 7:00 PM.
The next regularly scheduled monthly meeting will be Monday, March 23, 2015 at 7:30 PM.

Respectfully submitted,

Greater Hazleton Joint Sewer Authority



Gregory Olander, Assistant Secretary