

The August 17, 2015 regular monthly meeting of the Greater Hazleton Joint Sewer Authority was called to order by Chairman George at 7:00 PM. All Board Members were present then all in attendance gave a pledge of allegiance. Robert Dougherty, P.E. of RJD Engineering, Inc. was also present and Brian Kauffman, P.E., of Gannett Fleming, Inc. was in attendance during the Work Session.

PUBLIC COMMENT

There was no public comment.

Sherrock & Eyerly moved to approve the minutes of the July 27, 2015 Regular Monthly Meeting. Passed: Aye-9, Nay-0, Absent-0

Board Member Grink reported on the Pension Meeting held on August 12, 2015. He said reports were given to the Committee by Peter Karapalu of Beyer Barber and Wilson and Christopher Yale of the Yale Group. He said in the past monies were pulled out of equities and invested more conservatively in government securities (treasuries). He said the annualized rate of return since 1997 was about 3.02%. He noted that Peter Karapalu said that funding of the Authority’s plan is calculated using a 7.5% benchmark rate of return, which is necessary to keep the Minimum Municipal Obligation (MMO) at or near its current level. He said the plan is currently 61% funded, which is considered moderately distressed. He said it may be time to look at what rate of return other consultants are achieving.

The Operations Manager, Gregory Olander, informed the Board that there are new auditing requirements for pension plans under Government Accounting Standards Board (GASB) 45 and 68 regulations. He said the actuary must prepare and certify the liability amounts to be contained in the Authority’s Financial Statements, which will now include Other Post-Employment Benefits (OPEB). He said the Beyer Barber Company will be completing the reports for the auditors to include in this fiscal year’s financial audit.

Director of Operations Report - MONTHLY FLOW REPORT

	<u>July 2015</u>		<u>Year to Date</u>		
			<u>Total</u>		<u>Average</u>
Total Flow	<u>244,895,777</u>	Gallons	<u>1,793,109,249</u>	Gallon	xxxxx
Total Flow Bypassed	<u>1,039,529</u>	Gallons	<u>34,493,827</u>	Gallon	xxxxx
Days Flow Bypassed	<u>2</u>	Days	<u>28</u>	Days	xxxxx
Total Flow Treated	<u>243,856,248</u>	Gallons	<u>1,758,605,422</u>	Gallon	xxxxx
Average Minimum	<u>5.8</u>	MGD	xxxxx	xxxxx	<u>6.2</u> MGD
Average Maximum	<u>11.9</u>	MGD	xxxxx	xxxxx	<u>12.9</u> MGD
Average Daily Flow	<u>7.9</u>	MGD	xxxxx	xxxxx	<u>8.3</u> MGD

Christopher Carsia, the Director of Operations, reported on the flow for July 2015. He said the total volume of wastewater diverted from all point sources for the month was estimated to be 26.892 million gallons with approximately 1.04 million gallons of treated outflow diverted at the treatment plant. He said approximately 2.017 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 245 million gallons with 243.9 million gallons treated. He also stated that the average

daily flow to the treatment plant for the month decreased to 7.9 MGD and the average daily flow for the year subsequently decreased to 8.3 MGD. He also reported that he received notification from DEP that the monthly electronic Discharge Monitoring Report (eDMR) system will be changed in October 2015 and it may be necessary for the Operations Manager and him to receive training for the new system. He also noted that the treatment plant has continued to meet its effluent parameters as contained in the discharge permit.

The Director of Operations reported that revenues for July 2015 were \$1,062,383.00 and the revenues collected for fiscal year 2015 were \$11,497,962.03, which was a slight decrease from the prior year. He said the bills issued for hauled waste received in July totaled \$164,081.95, which is an increase of 6.8% from the prior year. He said the hauled waste bills issued for the year were \$1,615,892.81, which exceeded the projected \$1,400,000 for the fiscal year. Gregory Olander, the Operations Manager, reported that the collection for the fiscal year was also very good. He stated that the Authority collected 99.99% of what was billed for the fiscal year. He said collection of receivables continues to be strong due to the procedures that have been implemented, including the Constable Daniel Montone visiting each delinquent property along with Authority employee, Nicholas Petrone, for notification of impending water shutoffs due to non-payment of their sewer bill. He also stated that the Authority's office staff did a great job in collecting maximum amounts from delinquent property owners. He also reminded the Board that this is the highest percentage of collections to date, but it's not likely the collections will be this high every year.

The Director of Operations reported that he received a telephone call from the Hazleton City Authority (HCA) Engineer concerning an extremely high water usage reading at the treatment plant. He said when the HCA representatives checked the water meters, the water usage was estimated to be 180 gallons per minute (gpm). He said a large water leak was found near the secondary clarifier yard hydrant and flow to that broken pipe was shut-off until a repair could be made. He said the water bill was originally \$26,000, but the HCA Board excused ½ of the bill due to the circumstances. He also noted that a few smaller leaks were identified during investigations of water usage in different areas of the treatment plant.

The Director of Operations then reported that he spoke with Attorney Ustynoski concerning the lease with Karchner Logistics for the storage space at the rear of 50 Jaycee Drive. He said Attorney Ustynoski is concerned about liability issues and he wants to rework some language in the draft lease agreement to protect the Authority.

The Director of Operations then reported on a request by the Maintenance Department to install a relief port on the 24 inch force main outside the Gashouse Pump Station. He said the force main is encased in concrete where it tunnels under the stone arch in that location. He noted that although the invert of the lower section of force main in that area was found to have a 1 inch thick invert, he is concerned about aggressive soil that was used as fill in the lower section of the force main. He said two valves would be needed to perform this modification at a cost of \$20,000 to \$25,000 each. He noted that Brian Kauffman met with Authority staff onsite and would also be providing a recommendation for the modification.

The Director of Operations then noted that a meeting was scheduled with Attorney Gartley, Authority Management and representatives of the Union regarding modification of Plant Operator job descriptions due to the impending addition of incinerator duties when the sewage sludge incinerator becomes operational in the future.

Milot & Grink moved to enter Executive Session to discuss personnel issues. Passed: Aye-9, Nay-0, Absent-0

After the Board moved out of Executive Session, the Operations Manager explained that Resolution 003 of 2015, which is an Industrial Pretreatment Program (IPP) Resolution, is on the agenda for the Board's approval. He said the primary purpose of the new IPP resolution is to increase the allocation of BOD (Biochemical Oxygen Demand) for industries discharging to the Authority. He said there were also some grammatical corrections made in the new resolution. He said the increased BOD allocation would also allow the Authority to begin surcharging for high strength industrial waste. He said there would be a follow-up BOD surcharge resolution for Board approval after EPA gives final approval of the IPP modifications contained in Resolution 003 of 2015.

Carsia & Milot 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-9, Nay-0, Absent-0

Engineer's Report – Andy Nowak reported that the Road Crew completed the transition from a temporary above ground bypass line to an underground 14 inch ductile iron pipe for the permanent overflow to the treatment system at Autumn and Ridge in Hazle Township. He said the cost of materials was approximately \$5,000 and the job was completed in two days. He also reported that a broken main line was repaired at 1st and Lincoln Streets in Hazleton, which was located below gas and water lines. He said the Road Crew employees have also been raising manholes and converting square manholes to round on Arthur Street in the City of Hazleton and Green Street in the Borough of West Hazleton. He said the Road Crew is currently installing 200 feet of new 8 inch sewer pipe to replace an old 4 inch line at 8th and Laurel Streets in the City to rectify sewer backups in that area.

Andy then reported that the Vac Truck was returned from the manufacturer and it needed extensive repairs specifically to the blower unit. He said their technicians are blaming the failure on excessive grit in the system and the truck is now out of the warrantee period. He said there were a few other issues that were not addressed by the company and the employees are not pleased with the service from the manufacturer's representative of Vac Con. He said during the initial reference check there were four other sewer authorities that were happy with this company.

Brian Kauffman reported that the treatment plant SCADA Update is about 50% complete. He said the Control Building Window Replacement documents were signed this month. Gregory Olander noted that the Control Building panels cannot be installed until Pioneer Construction moves the transfer screw for Rotary Presses 1 & 2 into the building through one of the openings in the front of the building. He said once the installation is complete, the windows and panels can be installed. Brian then reported that C.O. Falter employees installed the final link seal on Nitrification Cell #6 with a manufacturer's representative present. He said the final item at the BAF structure is repair and sealing of the concrete cracks to prevent future leaks. He then stated that he continues to review the incinerator shop drawings from IDI.

Robert Dougherty reported that a pre-construction meeting was held with Michael F. Ronca, the West Separation Project contractor. He said shop drawings were not received yet; however, the PennDOT Highway Occupancy Permit was received for the work to be done on Poplar Street. He

then reported that a pre-construction meeting was held with PACT Construction for the East Separation Project. He said materials were ordered for that project. He then reported that the pre-construction meeting was held with Doli Construction for the SSI Separation Project. He said some inlets can be eliminated because after further investigation they were not connected to the sanitary sewer. He said investigation work to remove roof drains from the sanitary would need to be performed. Board Member Fay asked if Ransom Young would still be working on the project as an inspector. Robert responded that Ransom had taken another job, but he already has a replacement inspector ready for the start of the project.

Grink & Fay moved to accept the Engineer’s report.

Passed: Aye-9, Nay-0, Absent-0

Solicitor’s Report – Attorney Ustynoski reported that he answered the complaint and cross claims for the Joyce litigation.

Milot & Carsia moved to accept the Solicitor’s report. Passed: Aye-9, Nay-0, Absent-0

Fay & Boyarski 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, Sherrock-yes

BILLS AND CREDITS

Eyerly & Grink moved to approve payment of Gannett Fleming, Inc. invoices and requisitions from May 30 2015 through June 26, 2015, totaling \$14,082.34 as listed in the following table:

<u>Requisition #</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
Operating Fund	051153.A*12	Annual Service Work	\$ 4,293.19
Operating Fund	051153.B*14	Attending Authority Meetings	\$ 649.71
Operating Fund	051153.AI*13	ODMS Program Update	\$ 170.19
Operating Fund	048847.B*9	PENNVEST Administration	\$ 336.72
Operating Fund	051153.01*11	SCADA Update	\$ 4,750.28
A478	048847.CO*10	Incinerator Design	\$ 3,882.25
Total			\$ 14,082.34

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

Boyarski & Grink moved to authorize payment from the Operating Fund in the amount of \$742,578.40 for Operating and Administrative Expenses (\$551,370.99); Construction in Progress (\$13,231.00); Equipment and/or Office Equipment (\$9,109.26); Vehicles (\$5,300.00); Pennvest Loan #27769 (\$158,666.52); Pennvest Loan #74119 (\$1,473.64); and Pennvest Loan #58103 (\$3,426.99) from the month of July 2015.

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

Fay & Carsia moved to approve issued credits totaling \$7,987.63 from month of July 2015.

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

NEW BUSINESS

Cuzzo & Grink moved to adopt Resolution 003 of 2015, which establishes an Industrial Pretreatment Program and Other Rules Controlling Discharges to the Sewer System and repeals all other Industrial Pretreatment Resolutions; specifically, Resolution 003 of 2007.

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

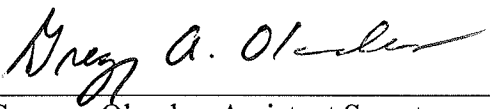
Boyarski & Milot moved to increase the not to exceed limit from \$28,000.00 to \$28,700.00 for the purchase of a 2016 Chevrolet Colorado 4WD Extended Cab Pickup Truck that was previously approved on April 27, 2015 for purchase through the PA COSTARS Program.

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

Milot & Sherrock moved to adjourn. Passed: Aye-9, Nay-0, Absent-0
The meeting was adjourned at 8:07 PM.

The next regularly scheduled Work Session will be Wednesday, September 16, 2015 at 7:00 PM.
The next regularly scheduled monthly meeting will be Monday, September 21, 2015 at 7:30 PM.

Respectfully submitted,
Greater Hazleton Joint Sewer Authority



Gregory Olander, Assistant Secretary