

The December 21, 2015 regular monthly meeting of the Greater Hazleton Joint Sewer Authority was called to order by Chairman George at 7:00 PM.

Roll Call:

Boyarski – Present

Carsia – Present

Cuozzo – Present

Eyerly – Present

Fay – Present

George – Present

Grink – Present

Milot - Present

Sherrock – Present

Also in Attendance:

Christopher Carsia – Director of Operations

Gregory Olander – Operations Manager

Andy Nowak – Field Operations Manager

Attorney Joseph D. Ustynoski – Solicitor

**Robert Dougherty, P.E. – RJD Engineering

**Brian Kauffman, P.E. – Gannett Fleming

**In attendance during the Work Session

PUBLIC COMMENT

There was no public comment.

Eyerly & Boyarski moved to approve the minutes of the November 23, 2015 Regular Monthly Meeting. Passed: Aye-9, Nay-0, Absent-0

Milot & Fay moved to accept the minutes of the November 18, 2015 Pension Meeting. Passed: Aye-9, Nay-0, Absent-0

Director of Operations Report - MONTHLY FLOW REPORT

	<u>November 2015</u>		<u>Year to Date</u>		
			<u>Total</u>		<u>Average</u>
Total Flow	<u>224,421,565</u>	Gallons	<u>2,579,782,555</u>	Gallon	xxxxx
Total Flow Bypassed	<u>3,517,959</u>	Gallons	<u>54,209,113</u>	Gallon	xxxxx
Days Flow Bypassed	<u>2</u>	Days	<u>40</u>	Days	xxxxx
Total Flow Treated	<u>220,903,606</u>	Gallons	<u>2,525,563,442</u>	Gallon	xxxxx
Average Minimum	<u>4.8</u>	MGD	xxxxx	xxxxx	<u>5.4</u> MGD
Average Maximum	<u>11.0</u>	MGD	xxxxx	xxxxx	<u>12.1</u> MGD
Average Daily Flow	<u>7.4</u>	MGD	xxxxx	xxxxx	<u>7.6</u> MGD

Christopher Carsia reported on the flow for November 2015. He said the total volume of wastewater diverted from all point sources for the month was estimated to be 38.434 million gallons with approximately 3.518 million gallons of treated outflow diverted at the treatment plant. He said approximately 2.723 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 224 million gallons with 221 million gallons treated. He also stated that the average daily flow to the treatment plant for the month increased slightly to 7.4 MGD and the average daily flow for the year remained at 7.6 MGD, which is below the permitted average daily flow of 8.9 MGD.

The revenues for November 2015 were reported at \$862,847.29 and bills issued for hauled waste received in November totaled \$125,201.58. He said one of the larger hauled waste generators, Pilot Truck Stop, connected to a small treatment plant near their location in Sugarloaf Township, so their waste will no longer be transported as hauled waste and discharged at the Authority's plant. He also said waste from Koch's Turkey Farm has not been discharged yet this year due to the lack of snow and warmer weather.

The Director of Operations stated that he submitted discharge monitoring reports to DEP under the old eDMR system prior to the December 14, 2015 transition date to the new system. He said the new account information was set up and all future reports would be entered in the state's new system beginning in January 2016.

The Director of Operations reported on the Workers Compensation renewal for calendar year 2016. He said \$69,000 was budgeted for the current fiscal year and he asked the insurance underwriter to check with other insurance carriers for pricing since we have been with Lackawanna Casualty for the past 15 to 18 years. He said the Lackawanna quote came in at \$64,871, which is a better than expected premium. He said the payroll audit that is conducted after the calendar year ends may allow for an additional refund, so he recommended the Board approve the coverage with the approval of his report.

Andy Nowak reported that two LSA Grant Applications were being worked on for submission prior to the December 31, 2015 deadline. He said the engineers are compiling information to complete and submit the applications. He stated that resolutions of support were adopted by each municipality to be included with each application. He said the project in West Hazleton totals \$1.9 million and the joint project in Hazle Township and the City of Hazleton totals \$1.0 million. Board Member Cuozzo asked where the projects were located. Robert Dougherty stated that the joint project area is in the northeast section of the city from the Castle down to 23rd Street including Northgate. He stated that the West Hazleton project is in two locations: a triangular area south of Broad Street and a section of Greenridge. Ms. Cuozzo then asked how much of the project was located in Hazle Township. Andy responded that Northgate, the area near the baseball fields at 23rd Street, and the CSO diversion chamber and discharge point are all in Hazle Township.

Andy then reported that he has been receiving quotations and hands-on demonstrations for the purchase of a new sewer camera. He said the MCOG camera that the Authority has been using is past its useful life. He said the Collection System Division budget for this fiscal year contains a line item of \$200,000 for the purchase. He informed the Board that three quotes were received ranging from \$175,000 to \$210,000 all under the PA State COSTAR Program. He said so far the preferred camera is a \$175,000 unit from EnviroSight, which was seen by the Director of Operations and Operations Manager at the 2015 WEFTEC Exhibition. He stated that a Sprinter Van would be used to house and control the camera equipment.

Andy also reported that he had a meeting with the Vac Con representatives concerning an outstanding invoice. He said they found excessive wear on the blower when the unit was inspected, so a new blower unit had to be installed. He said the invoice in the amount of \$26,375.76 had to be paid because it was out of the warranty period.

Gregory Olander reported that there was another pump failure, this time at the Diamond Avenue pump Station. He said the issue was a motor short circuit in one of the pumps. He said the station normally operates with one pump, so there is currently no backup pump at the station. He said the pump was sent to an electrical repair shop to have the motor rewound. He then recommended purchasing a spare pump for the Diamond Avenue Pump Station so it could be installed following the next pump failure.

Gregory then reported that he spoke with Scott Novatnak at DEP concerning the Pennvest closeout for the 2008 WWTP Upgrade Project. He said the Authority is getting closer to closing the project because the change orders have been approved by DEP and Gannett Fleming is compiling the final payment request for submission to Pennvest. He said once the final payment request is submitted, DEP will be instructed to perform the final inspection. He said all equipment installed under the project needs to be operating as designed, which includes all pumps, blower, etc. He informed the Board that the two remaining areas of the Nitrification structure with cracks that are still weeping water would need to be injected prior to the inspection. He said Scott is also requesting some documentation that the BAF is structurally sound. Gregory stated that since Pennvest is currently holding over \$2.9 million that is needed to continue payments toward the incinerator, he recommends the contractor performing the injections be contacted to inject the remaining cracks as soon as possible.

Gregory also informed the Board that the Authority's financial management software is no longer being supported by the developer, Logics, LLC. He said they have been migrating customers using the older software to new web based financial management software. He said with each Microsoft update, the older software becomes more unstable and unreliable. He informed the Board that the new software cost is \$9,900 for the upgrade and \$1,760 for training, which is necessary to continue business operations.

The Director of Operations asked the Board to move to Executive Session to discuss personnel issues. **Boyarski & Milot** moved to enter Executive Session to discuss personnel issues. Passed: Aye-9, Nay-0, Absent-0

After the Board moved out of Executive Session, **Boyarski & 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 – Brian Kauffman reported that the Control Building Window Replacement Project is scheduled to begin this week. Brian said he is completing the specifications for the new plant water pump control panel and reviewing pump alternatives for installation at the Cranberry Pump Station. He said his firm continues to review permitting requirements for standby generators. He then reported that a meeting was scheduled on December 22, 2015 with the Authority, Pennvest, and DEP to discuss remaining issues to close the project and release the final loan payment. He said the crack injection contractor would be contacted to complete the final injections as soon as possible. He then stated that a letter was sent to DEP informing them that the Sludge Cake Pumps were installed as the start of the Incinerator installation. He said shop drawings continue to be reviewed for the incinerator. He also reported that the cleanout piping proposed for the Gashouse Force Main was reviewed and he agrees with the layout for the modification.

Robert Dougherty reported that the East Separation Project is now 90% completed with only one small section near the Heights-Terrace Elementary School and some asphalt paving remaining. He said the West Separation Project is near 40% complete and the overall project is now 60% to 70% complete with all trench paving being performed as the project progresses. Robert then reported on Change Orders from PACT Construction. He said Change Order #1 deducts \$176,900 for items removed from the project based in itemized costs in the contract. He said Change Order #2 adds \$90,504.50 for several issues including realigning a sewer line, installation of additional

manholes, permanent repairs to the existing stone arch, 600 linear feet of additional trench width, and constructing additional 84 linear feet of sewer at 8 to 12 depth. He said other change order items were still being negotiated with the contractor and would be revisited at the next meeting. He said they originally wanted over \$180,000 for Change Order #2, but it was negotiated down to the \$90,504.50 figure. Board Member Eyerly asked if the contractor was happy with that number. Robert responded that they were not happy, but they agreed to accept it.

Milot & Sherrock moved to accept the Engineer's report.

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

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

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

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

Roll Call: Boyarski-yes, Carsia-yes, Cuozzo-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 October 2, 2015 through October 30, 2015, totaling \$7,353.15 as listed in the following table:

<u>Requisition #</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
Operating Fund	051153.A*7115	Annual Service Work	\$ 2,140.95
Operating Fund	051153.B*7118	Attending Authority Meetings	\$ 648.79
Operating Fund	051153.AG*7116	Financing & Grants	\$ 445.15
Operating Fund	051153.AI*7117	ODMS Program Update	\$ 510.57
Operating Fund	051153.O1*7114	SCADA Update	\$ 1,603.69
Operating Fund	048847.B*7112	WWTP Upgrade Construction Phase	\$ 108.73
Operating Fund	048847.CO*7113	Incinerator Design	\$ 1,895.27
Total			\$ 7,353.15

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

Cuozzo & Grink moved to authorize payment from the Operating Fund in the amount of \$1,363,954.93 for Operating and Administrative Expenses (\$577,554.35); Construction in Progress (\$31,563.10); Equipment and/or Office Equipment (\$2,999.99); Vehicles (\$28,698.90); Transfers to Other Authority Accounts (\$221,696.44); Debt Service Series 2012-A Bond (\$164,250.00); Debt Service Series 2012-B Bond (\$173,625.00); Pennvest Loan #27769 (\$158,666.52); Pennvest Loan #74119 (\$1,473.64); and Pennvest Loan #58103 (\$3,426.99) from the month of November 2015.

On the Question: Board Member Cuozzo asked what equipment was purchased. Gregory Olander responded that it was an air compressor for the new utility truck.

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

Cuozzo & Boyarski moved to approve issued credits totaling \$1,164.02 from month of November 2015.

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

NEW BUSINESS

Eyerly & Carsia moved to approve Change Order #1 (Compensating Change Order) of the Button Buck CSO Separation Project (East Separation), in the amount of -\$176,900.00, as recommended by RJD Engineering, Inc. for project deductions to date based on itemized costs provided in the original contract.

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

Carsia & Grink moved to approve Change Order #2 of the Button Buck CSO Separation Project (East Separation), in the amount of \$90,504.50, as recommended by RJD Engineering, Inc. for project additions to date based on itemized costs provided in the original contract.

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

Fay & Cuozzo moved to approve Requisition #C161, payable to PACT Construction, Inc., totaling \$163,144.00, for Payment Estimate #3 of the Button Buck CSO Separation Project (East Separation) as recommended by RJD Engineering, Inc. The original contract price was \$730,000.00. Adjust for Change Orders 1 & 2 (-\$86,395.50) for a Total Project Cost of \$643,604.50. The total of payments made to date including this payment is \$579,244.00, which leaves a balance of \$64,360.50

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

Eyerly & Sherrock moved to expand the scope of work for Nicholas Sahd, Senior Environmental Scientist at Material Matters, Inc. at an hourly rate of \$115.00 for the annual Wasteload Management Report and CSO Report preparation as explained by the Director of Operations.

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

Carsia & Fay moved to adjourn. Passed: Aye-9, Nay-0, Absent-0

The meeting was adjourned at 7:34 PM.

The next regularly scheduled Work Session will be Wednesday, January 20, 2016 at 7:00 PM.

The next regularly scheduled monthly meeting will be Monday, January 25, 2016 at 7:30 PM.

Respectfully submitted,

Greater Hazleton Joint Sewer Authority



Gregory Olander, Assistant Secretary