

The February 22, 2016 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.

Roll Call:

Boyarski – Present	Carsia – Present	Cuozzo – Present
Fay – Present	Fayock – 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

City of Hazleton resident Dee Deakos asked if a developer contacted the Authority for EDUs to construct low income housing units in the East Terrace section of the City. Christopher Carsia responded that the developer did contact him regarding the development, but not concerning EDU allocation. He said they were in the preliminary stage and asked where to begin the process. Christopher stated that they were told to contact DEP for a Component 3 Planning Module determination as a first step. Ms. Deakos then asked if they built the sewer yet and if so who is responsible for it. Andy Nowak responded that he had a conversation with their engineer and they were informed of the procedures to apply for permit and connection allocations. He said they were also told that all tap-on fees would need to be paid prior to approval. Ms. Deakos asked what the cost was of a tap-on fee. Andy responded that a tap-on fee in Hazleton City and West Hazleton Borough is \$1,750.00 per residential EDU, which is for the collection and treatment components. He said a tap-on fee in Hazle Township is \$250.00 because it is for the treatment component only. Board Member Grink asked the location of the potential project. Andy responded that he has not seen plans for the development, so he is not sure exactly where it is located. Board Member Cuozzo then asked if the developer would turn the sewer line(s) over to the Authority. Attorney Ustynoski responded that the developer would need to construct the sewer lines consistent with Authority approved plans, with bonds in place and inspection of the lines before turning them over to the Authority.

Pension Committee Report – Committee Chairman Grink informed the Board that approximately 4% of the pension fund value was lost over the last quarter due to the weakness in the stock market. He said the new financial advisors from Morgan Stanley expect the stock market to turn around and could yield gains of 8% to 10% by the end of the year. He said they did not recommend any changes to the asset allocation of the investment portfolio at this time.

Boyarski & Milot moved to approve the minutes of the January 25, 2015 Regular Monthly Meeting. Passed: Aye-9, Nay-0, Absent-0

Director of Operations Report - MONTHLY FLOW REPORT

	<u>January 2016</u>		<u>Year to Date</u>		
			<u>Total</u>		<u>Average</u>
Total Flow	<u>276,259,591</u>	Gallons	<u>276,259,591</u>	Gallon	xxxxx
Total Flow Bypassed	<u>5,246,604</u>	Gallons	<u>5,246,604</u>	Gallon	xxxxx
Days Flow Bypassed	<u>2</u>	Days	<u>2</u>	Days	xxxxx

Total Flow Treated	271,012,987	Gallons	271,012,987	Gallon	xxxxx	
Average Minimum	6.1	MGD	xxxxx	xxxxx	6.1	MGD
Average Maximum	13.0	MGD	xxxxx	xxxxx	13.0	MGD
Average Daily Flow	8.7	MGD	xxxxx	xxxxx	8.7	MGD

Christopher Carsia, the Director of Operations, reported on the flow for January 2016. He said the total volume of wastewater diverted from all point sources for the month was estimated to be 21.508 million gallons with approximately 5.247 million gallons of treated outflow diverted at the treatment plant. He said approximately 1.268 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 276.2 million gallons with 271 million gallons treated. He also stated that the average daily flow to the treatment plant for the month was 8.7 MGD.

The Director of Operations reported that revenues for January 2016 were \$921,332.63, which is a decrease of 2.3% from the prior year. He said the bills issued for hauled waste received in January totaled \$93,277.88, which is a decrease of 13.1% from the prior year. He said hauled waste revenues are currently below projections for the fiscal year partially due to the loss of waste from Pilot Truck Stop and reduced amounts of waste coming from Koch's Turkey Farm. He then reported that a new hauler, Potty Queen, recently received authorization to discharge, which should help maintain hauled waste volumes. He also noted that Central Carbon WWTP cleaned their tanks for the winter months, which brought about 100,000 gallons of waste to the plant over a two day period.

The Director of Operations then reported that he met with a representative of ERC concerning treatment of compressor station condensation water. He asked that the Board authorize the Authority's Chief Operator, Gene Zynel, to attend a Board Meeting to discuss the possibility of beneficial reuse of this waste in the treatment process. He said ERC is treating the waste chemically, but following their process a percentage of methanol remains in the waste. He said the Authority is currently purchasing methanol for denitrification in the BAF. He said that he wants Gene to visit the ERC facility in Lancaster and he asked if any Board Members were interested in visiting the facility. He said Nick Sahd requested analysis to see if any known pollutants are in the waste. Christopher stated that discharge of the waste would be capped at less than 25,000 gallons per day. He then reported that the maintenance department is still waiting on equipment to complete the FOG (Fats, Oils, Grease) receiving station. He said once the FOG system becomes operational, it will replace some of the hauled waste revenue that has been recently lost.

Andy Nowak reported that the Road Crew was awaiting delivery of valves to install a bypass cleanout on the Gashouse 24" force main. He said the project is expected to take place in mid-March and it should take a few weeks to complete. He then informed the Board of a request from Hazleton Little League to donate a crew for a few days to work on a drainage project. He said a similar request was made to the Water Authority and they provided a crew for a few days. Andy said the road Crew was currently working on equipment maintenance. Board Member Cuozzo asked if this was legal. Attorney Ustynoski stated that this work would be considered de minimus and it would be defined with a clear end date. Board Member Grink then asked if this should be authorized by the Board. Andy stated that the work could be defined as for 2 days with a third day set only if it is needed to finish.

Gregory Olander reported on recurring repairs to the Authority's rotary lobe sludge pumps. He said the pumps were installed during the WWTP Upgrade. He said the maintenance department is replacing lobes and other wear parts in the pumps about every 6 to 8 months due to the high volume of grit in the sludge. He said repairs to keep the three (3) sludge pumps operational are averaging about \$30,000 annually. He said that he recently became aware of a double disk pump, which is a different type of pump that is not expected to wear from grit like the existing rotary lobe pumps. He also noted that maintenance costs were quoted at \$1,500 to \$2,500 per pump every two to three years. He stated that the manufacturer offers a trial pump for three months at no cost to determine if the double disk pump is a good fit for the operation. He said the agreement would be signed for the trial of one pump to be installed by the Authority Maintenance Department. He said provided the pump performs well, the pump can remain in use and be purchased by the Authority. He said the purchase price for one pump with optional equipment is \$29,000.00, which is less than what the Authority is paying for annual maintenance parts for the rotary lobe pumps. Brian Kauffman was asked if he was familiar with these pumps and if they would work in this application. Brian stated that other treatment plants that use this pump are pleased with its performance and he recommended the Authority move ahead with the trial.

Grink & Sherrock 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 he completed the Annual Sludge Report. He said the total sludge disposed of in 2015 was 3,937 dry tons, which is an increase of 4% from the prior year. He stated that he continues to prepare bid specifications for a plant water control panel and pumps and he is currently reviewing piping options. He then reported that his firm continues to review permitting requirements for the stand-by generators at the treatment plant and pump stations. He also reported that an interim payment request was submitted to Pennvest in the amount of \$1.28 million. He then reported that bid documents were being finalized for the Incinerator Installation Project. Board Member Grink asked when the Board could expect the completed bid documents because the bond rates are very attractive at this time. Brian responded that they should be ready by the end of next month.

Robert Dougherty reported that the Button Bock East Separation Project is nearly complete. He said all piping has been completed and only base paving remains. He also reported that the Button Bock West Separation Project was about 75% complete and it is anticipated that all piping will be finished in the spring. He then informed the Board there is a change order needed on the West Separation Project due to a conflict with the existing water lines on Beech Street. He said the utilities in the field were found to be different than the original mapping. He said a meeting was held with representatives of Michael F. Ronca and Sons, Inc. (Ronca) and the Hazleton City Authority (HCA) regarding the water line conflicts. He stated that there are two water lines connected to homes on that street: a 4-inch line and an 8-inch line. He said the changes would involve disconnecting the 4-inch water line and connecting the residents served by that line to the 8-inch main line. He said the change would also involve replacing a 450 feet section of stormwater pipe to open a corridor for the new sanitary sewer line. Robert stated that the total change order amount was \$114,632.21. Chairman George asked if there were any other options to install the new sanitary sewer on that street. Robert responded that different options were discussed, but this approach was the only feasible solution.

Robert then reported that a meeting was held with a representative of the Lehigh Valley Hospital in Hazleton concerning the separation of sewer lines on their property. He said they thought the sewers were already separated during a past project, but investigative work would need to be performed in the spring to determine if additional work needs to be done. He said the stormwater from their property should be flowing to the stone arch and the sanitary should flow to the new sanitary main line.

Andy informed the Board that there is a training session for new Board Members through PMAA on March 10, 2016 if any Board Members are interested in attending.

Fayock & Milot moved to accept the Engineer’s report.

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

Solicitor’s Report – Attorney Ustynoski stated that in addition to what was reported in Executive Session during the Work Session, he had nothing additional to report. Board Member Cuozzo asked if the signed lease agreement was received from Karchner yet. Attorney Ustynoski responded that Mr. Karchner was contacted several times; however, the lease agreement has not been returned by Mr. Karchner.

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

The Director of Operations reported that there was a gain in the Morgan Stanley accounts of about \$8,000 during the month, which is approximately 0.85%.

Fayock & Sherrock moved to accept the Investment Consultant’s Report as presented.

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

BILLS AND CREDITS

Fay & Carsia moved to approve payment of Gannett Fleming, Inc. invoices and requisitions from November 28, 2015 through December 25, 2015, totaling \$10,774.72 as listed in the following table:

<u>Requisition #</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
Operating Fund	051153.A*9421	Annual Service Work	\$ 2,980.25
Operating Fund	051153.B*9422	Attending Authority Meetings	\$ 649.30
Operating Fund	048847.B*9366	WWTP Upgrade Construction Phase	\$ 5,978.85
Operating Fund	048847.CO*9367	Incinerator Design	\$ 1,166.32
Total			\$ 10,774.72

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

Cuozzo & Sherrock moved to approve Requisition #C164, payable to Michael F. Ronca & Sons, Inc., totaling \$247,584.92, for Payment Estimate #3 of the Button Bock CSO Separation Project - West. The original contract price was \$1,447,000.00. The total of payments made to date including this payment is \$748,372.93, which leaves a balance of \$698,627.07

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

Carsia & Fay moved to authorize payment from the Operating Fund in the amount of \$1,126,036.45 for Operating and Administrative Expenses (\$425,588.69); Construction in Progress (\$54,033.09); Transfer to Other Authority Accounts (\$482,847.52) Pennvest Loan #27769 (\$158,666.52); Pennvest Loan #74119 (\$1,473.64); and Pennvest Loan #58103 (\$3,426.99) from the month of January 2016.

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

Cuzzo & Sherrock moved to approve issued credits totaling \$1,033.73 from month of January 2016.

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

NEW BUSINESS

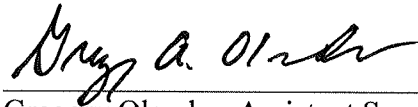
Milot & Cuzzo moved to approve Change Order #1 of the of the Button Buck CSO Separation Project (West Separation), in the amount of \$114,632.21, as recommended by RJD Engineering, Inc. for project additions to date based on itemized costs provided in the original contract and hourly and material costs provided by the contractor.

Roll Call: Boyarski-yes, Carsia-yes, Cuzzo-yes, Fay-yes, Fayock-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 7:48 PM.

The next regularly scheduled Work Session will be Wednesday, March 16, 2016 at 7:00 PM.
The next regularly scheduled monthly meeting will be Monday, March 21, 2016 at 7:30 PM.

Respectfully submitted,
Greater Hazleton Joint Sewer Authority



Gregory Olander, Assistant Secretary