

The May 23, 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

Ed Zalewski – Sherwood Logan Associates

Matt Bodwell – Hydro International

*In attendance during the Work Session

PUBLIC COMMENT

Dee Deakos, resident of the City of Hazleton, commented during the Work Session. Ms. Deakos stated that she is present again representing the City of Hazleton and she gave the Board Members a handout containing a listing of housing units in the City of Hazleton from the 2010 US Census Bureau. She then stated that she did a statistical analysis of the Authority's customer data file that was sent the City of Hazleton. She said the US Census lists 11,409 housing units in Hazleton, but the Authority's file contains only 10,685 residential units, of which 10,037 are active accounts. She said based on population trends many of the houses have become multi-unit properties and she proposed an agreement where the Authority would pay the City of Hazleton for one year of sewer income for each property she finds by cross referencing computer files. She said the Authority could back bill units and collect additional money. Board Member Milot asked if Ms. Deakos was an employee of the City. She responded that she was a contractor doing work for the City, but she could also find properties in the other municipalities in the Authority's service area. She said the Authority would still need to have their personnel go to the property for secondary verification. Ms. Deakos said the last time this was done for the Authority was 13 years ago and the Board should be able to see the potential for more properties to be found. Chairman George responded that the Board discussed this issue since her presentation last month and they decided to continue handling it in-house with Authority personnel. Gregory Olander stated that an Authority employee has been doing an ongoing physical survey of the system since 2006 by walking the system street by street and he has picked up many units during that time. Ms. Deakos stated that she was not trying to make the employee look bad, but there is information out there that you won't find just by walking the streets. Gregory asked why you would not be able to locate the properties by walking the streets. Ms. Deakos said she had other databases that contain the information needed. Gregory said either the building or house is there or it is not. He said the employee walks each street, identifies each building, and looks for multi-unit properties by visually counting mailboxes and electric meters. He said if there is a question to the number of units, the Authority bills for the higher amount and requires the property owner to request an inspection of the inside of the building to verify a reduction request to the actual number of units. Gregory then stated that he finds it hard to believe that there would be 1,300 units missed on the Authority's billing roster. Ms. Deakos responded that she did not say 1,300 units would be found, but it could be more like 300 to 400 units because the census is 6 years old and the Authority file was produced 2 months ago. Gregory stated that the Authority file being referenced is already outdated and about 100 properties have recently been added for billing since it was created. Ms. Deakos said it was good that the Authority was finding these properties all of a sudden. Gregory responded that it is not "all of a sudden" because the Authority files are

constantly being updated and there is documentation of the in-house additions that have taken place since 2006. He said since Ms. Deakos commented last month about an Authority employee not doing his job well, the documents showing property pickups since 2006 were given to the Board Members to show that this was not the case. He said the employee in question happens to be a very conscientious employee. Ms. Deakos stated that she thinks the agreement is a “win-win” and the Board should consider approving her to do the work. Board Member Grink made a few comments concerning the City of Hazleton charging the Authority to perform work when it was the Authority who took over a sewer system that is in very poor condition along with a City Pennvest loan for almost \$600,000, which was for a stormwater project. He said in addition, the Authority had an outlay of about \$1 million towards the collection system before they ever took ownership. He said the Authority is now undertaking a \$3 million project to separate combined sewer lines, known as Button Bock, in the City of Hazleton. He said it is his opinion that the City should not be trying to sell this information to the Authority given the history of money being spent by the Authority to fix sewer problems that have accumulated over many years. Attorney Ustynoski requested the Board move to executive session to discuss another element of this issue involving personnel issues. After the Board moved out of executive session, Chairman George thanked Ms. Deakos for her presentation and stated that the Authority would continue to revise its billing roster in-house using Authority personnel.

During the regular monthly meeting, Ed Zalewski of Sherwood Logan Associates and Matt Bodwell of Hydro International were asked to make a presentation regarding flow reduction to one of the Authority’s Storm King CSO Separation units located in the Greenridge section of Hazle Township that also services the southeast section of West Hazleton Borough. Mr. Bodwell stated that a Hydrobrake is a flow control valve with no moving parts and energy requirements. He said the device attaches inside the catch basins to control flow to the pipe, which will limit flow to the treatment unit. He said when flows increase through the valve, an air core is created in the center of the discharge pipe, which takes up space and reduces flow through the pipe. He said the valve has a large orifice, which allows larger solids to pass through without clogging the valve. He stated that installation of these devices prevent stormwater from washing into the piping system all at once by holding water on the surface for a longer period of time. Board Member Grink asked how much one of these devices cost. Mr. Bodwell stated that they are custom units that range from a few hundred dollars to a thousand dollars each. Andy Nowak added that the Authority is considering a pilot program in the Greenridge/West Hazleton area that would require installation of about 20 of these valves in storm sewer inlets. Mr. Zalewski noted that Hydro International has custom software to perform flow modeling in the drainage basin to develop a plan for placement of the valves. Brian Kauffman added that it would be an economical solution instead of separating stormwater and sanitary lines to reduce flow in that area. Mr. Zalewski and Mr. Bodwell thanked the Board for their time and exited the meeting.

Milot & Fayock moved to approve the minutes of the April 25, 2016 Regular Monthly Meeting.
Passed: Aye-9, Nay-0, Absent-0

Pension Committee Report – Committee Chairman Grink reported that the committee met with Peter Karapelou of the Beyer Barber Company and Howard Willard III of Morgan Stanley. He said the calculations to determine the Minimum Municipal Obligation (MMO) have been using a 7.5% rate of return as the benchmark; however, the Authority’s Pension investments have not realized rates of return near the 7.5% benchmark for several years. He said Peter is anticipating a large increase in the MMO amount beginning in 2018 due to the lack of investment performance,

and he is recommending a study be performed to determine the actual amount needed to fund the MMO now to begin funding for the shortfall. He said the MMO is currently about \$170,000 and it has the potential to double due to lack of investment performance. Christopher Carsia recommended Peter talks directly to the Financial Assessment Committee regarding the MMO and the recommended study. Board Member Cuozzo asked how much money this study would cost. Christopher responded that Peter told him it would be about \$2,000 not including travel time to meet with the committee. Board Member Cuozzo then asked who was on the committee. Christopher stated that the committee members are Board Members Grink, Milot, and Sherrock with Mr. Sherrock serving as Chairman of the committee. Chairman George then authorized Board Member Sherrock to schedule a meeting of the Financial Assessment Committee with Peter Karapelou.

Fay & Sherrock moved to accept the Pension Committee Report.

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

Hiring Committee Report – Following executive session discussions during the work session, the committee recommended the Board hire Jeremy Mizenko for the position of Heavy Equipment Operator.

Boyarski & Milot moved to accept the Hiring Committee Report.

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

Director of Operations Report - MONTHLY FLOW REPORT

	<u>April 2016</u>		<u>Year to Date</u>		
			<u>Total</u>		<u>Average</u>
Total Flow	<u>235,773,366</u>	Gallons	<u>1,133,096,724</u>	Gallon	xxxxx
Total Flow Bypassed	<u>3,481,554</u>	Gallons	<u>46,377,178</u>	Gallon	xxxxx
Days Flow Bypassed	<u>1</u>	Days	<u>11</u>	Days	xxxxx
Total Flow Treated	<u>232,291,812</u>	Gallons	<u>1,086,719,546</u>	Gallon	xxxxx
Average Minimum	<u>5.3</u>	MGD	xxxxx	xxxxx	<u>6.5</u> MGD
Average Maximum	<u>11.6</u>	MGD	xxxxx	xxxxx	<u>13.4</u> MGD
Average Daily Flow	<u>7.7</u>	MGD	xxxxx	xxxxx	<u>9.0</u> MGD

Christopher Carsia, the Director of Operations, reported on the wastewater flows for April 2016. He said the total volume of wastewater diverted from all point sources for the month was estimated to be 31.947 million gallons with approximately 3.482 million gallons of treated outflow diverted at the treatment plant. He said approximately 2.22 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 235.7 million gallons with 232.3 million gallons treated. He also stated that the average daily flow to the treatment plant for the month decreased to 7.7 MGD and the average daily flow for the year decreased slightly to 9.0 MGD.

The Director of Operations reported that revenues for April 2016 were \$1,105,439.52, which is a decrease of 2.7% from the prior year. He said the bills issued for hauled waste received in April totaled \$126,126.37, which is a decrease of 21.1% from the prior year. He informed the Board that one of the Authority’s largest hauled waste customers, Aqua PA, was recently purchased by another hauling company, Russell Reid. He said that he is unsure at this time if they will

continue discharging at the Authority's plant. He also informed the Board that DEP was recently notified of the intention to accept pretreated hauled waste from Environmental Recovery Systems (ERC) of Lancaster, PA. He also reported that the invoices from Material Matters (Nicholas Sahd) are expected to increase due to the increased work being done in the Industrial Pretreatment Program (IPP) with hauled waste falling under that program.

The Director of Operations then reported that a sinkhole was reported at Mill Street and Berner Avenue in the City of Hazleton. He said the cause is likely to be a broken sewer pipe since several lines converge in that area. Andy Nowak stated that said a steel plate was placed over the sinkhole to secure the area and the Road Crew would address the repair as soon as possible. He then reported that another sinkhole developed at Wyoming and Maple Streets in Hazleton City, which is also scheduled for repair. He then reported that a feeder line to the Gashouse Pump Station is filled with grit, rock, and debris. Andy then reported a blocked sewer line at Cedar and Maple Streets in Hazleton City. He said the main line, which is an extension to the Gashouse feeder line, and manhole were also found packed with grit and debris. He said the Road Crew employees have been flushing the line to remove the debris; however, it is so blocked it will take days if not weeks to flush and clean the lines in this area. He said the Road Crew removed several tons of material in 400 feet of 30-inch pipe, which is believed to be decades of accumulation. Gregory Olander noted that the treatment plant budget has become strained partially due to the excessive amounts of grit being found in the collection lines. He said the budgets need to be refined to account for additional collection system expenses. Andy then noted that there may be a problem with the adjacent stone arch, which may be allowing grit and debris to enter the Authority's sanitary collection line. Board member Grink asked who owns the stone arch. Andy responded that it is the City of Hazleton's stone arch. Andy said the Road Crew is stacking future repair projects by steel plating each area that will need to be excavated; however, the line flushing and cleaning is consuming a lot of time. Andy also reported that Travelers denied coverage for the sewer backup claim at 765 McKinley Street. He said the sewer main line on McKinley Street was cleaned and it will be televised as soon as the camera is received.

The Director of Operations then reported on meetings that were held with Can Do and industrial users in Humboldt North Industrial Park regarding implementation of the new high strength waste surcharge program. He said Nicholas Sahd, Senior Environmental Scientist, also attended the meetings, which were designed to outline the program in greater detail. He said three meetings took place and the outcome was for the first set of samples to be used as a baseline since the industries were not given an opportunity to split the samples, if they desire. He said the surcharge on the previous bill would be credited and future sampling events would be used for the billing surcharges going forward.

The Director of Operations then reported that the incinerator air quality permit extension was received from DEP with an expiration date of June 2018. He informed the Board that Gregory Olander, Gene Zynel, and Brian Kauffman would be traveling to Kansas City, MO for the annual Incinerator Conference.

The Operations Manager, Gregory Olander, reported that the trial sludge pump from Penn Valley Pumps continues to operate well. He said the trial would last through August and a determination would be made at that time based on pump performance and wear to the internal parts. He reported that there was another breakdown to one of the Diamond Avenue pumps. He said the pump would be sent back to the electrical contractor who recently performed repairs to the pump

for inspection and assessment. He reported that the Maintenance Department personnel continue to work on the new Fats, Oils, and Grease (FOG) treatment system by wiring and piping in the equipment. He said the system is estimated to be ready for start-up in one to two months. He then reported that he would advertise the bid opening for wastewater chemicals and diesel fuel for fiscal year August 1, 2016 through July 31, 2016, with a bid opening scheduled for June 27, 2016. Gregory then informed the Board that the Authority's stand-by generators were no longer eligible for use in demand response due to a recent court ruling in favor of new EPA emissions regulations. He said the Authority had been receiving \$25,000 to \$30,000 per year to participate in the program, which will no longer be the case moving forward.

The Director of Operations then reported that a meeting was held at Gannett Fleming's offices in Camp Hill, PA with Authority Management regarding consolidation of the municipal Corrective Action Plans (CAP) into the Authority's CAP. He said Gannett Fleming assigned a point person to work on the consolidation. He said the Authority's Long Term Control Plan (LTCP), which is affected by the CAP, will also be updated when the new NPDES Permit is received from DEP.

Gregory Olander then reported that he met onsite with the crack injection contractor, Houck, about a week ago. He stated that the representative of Houck walked around and through the structure to determine if any additional injection should be performed. He said the contractor did not see any water actively leaking from cracks. He said the contractor injected one vertical seam on the north side of the structure, but he recommended not injecting any other cracks because they were not actively leaking.

The Director of Operations read a recent request from the Hazleton Area School District regarding reduction or forgiveness of HASD sewer bills. The Board entered executive session during the work session to discuss this issue and possible legalities.

Carsia & Boyarski 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 continues to prepare the bid specifications for a plant water control panel. He said a request for determination for the Authority's generators at the treatment plant has been sent to DEP to determine if the generators require permitting. He also reported that his firm would be preparing a revised CAP that will consolidate the individual CAPs from the Authority, City of Hazleton, and West Hazleton Borough. He said a new schedule would also be developed in the consolidated CAP. He then reported that the Authority's NPDES Permit has still not been received from DEP. He informed the Board that the final crack injection was performed on the Nitrification structure by the contractor, Houck. He said they would begin working on the final paperwork for Pennvest closeout. Brian then reported that he continues to prepare bid specifications for the Incinerator installation and they will be finalized after returning from the Incinerator Conference in Kansas City. He also stated that an extension was received from DEP for the incinerator air quality permit.

Robert Dougherty reported on the Button Bock CSO Separation Project. He said the East Separation Project has been completed by PACT Construction other than a few remaining punch list items. He said the pipework for the West Separation Project has been completed and the next phase of the project is for the contractor to bore under the railroad tracks at the Norfolk Southern

rail yard. He also reported that the paving contracts for East and West construction projects are expected to commence after the July 4th weekend and a pre-construction meeting has been set with the contractor.

Fay & Fayock moved to accept the Engineer’s report. Passed: Aye-9, Nay-0, Absent-0

Solicitor’s Report – Attorney Ustynoski stated that a Right to Know request opinion relative to the issue with Biros Septic & Drain Cleaning was sent to the State on May 4, 2016. He also stated that due to the final crack injection being performed by Houck, the contract with C.O. Falter can be closed for the 2008 WWTP Upgrade Project (General Construction). He then asked the Board to enter executive session to discuss a legal issue.

Grink & Milot moved to enter executive session to discuss a legal issue. Passed: Aye-9, Nay-0, Absent-0

After the Board moved out of executive session, **Sherrock & Carsia** moved to accept the Solicitor’s report. Passed: Aye-9, Nay-0, Absent-0

Milot & Fay 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 March 5, 2016 through April 1, 2016, totaling \$10,911.26 as listed in the following table:

<u>Requisition #</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
Operating Fund	051153.A*14385	Annual Service Work	\$ 529.18
Operating Fund	051153.B*14387	Attending Authority Meetings	\$ 650.52
Operating Fund	051153.AG*14386	Financing & Grants	\$ 328.64
Operating Fund	048847.B*14383	WWTP Upgrade Construction Phase	\$ 112.55
Operating Fund	048847.CO*14384	Incinerator Design	\$ 9,290.37
Total			\$ 10,911.26

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

Cuozzo & Grink moved to authorize payment from the Operating Fund in the amount of \$965,204.15 for Operating and Administrative Expenses (\$506,058.59); Construction in Progress (\$34,271.50); Transfer to Other Authority Accounts (\$261,306.91); Pennvest Loan #27769 (\$158,666.52); Pennvest Loan #74119 (\$1,473.64); and Pennvest Loan #58103 (\$3,426.99) from the month of April 2016.

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

Fayock & Carsia moved to approve issued credits totaling \$3,873.13 from month of April 2016.

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

NEW BUSINESS

Fay & Milot moved to hire Jeremy J. Mizenko for the position of Heavy Equipment Operator at a starting (probationary) pay rate of \$20.00 per hour plus benefits under the existing Union Bargaining Agreement as recommended by the Hiring Committee. Upon completion of the probationary period, the rate of pay will increase to the current Heavy Equipment Operator rate in the Union Bargaining Agreement.

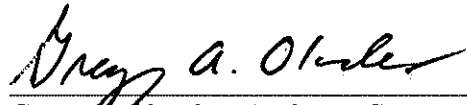
On the Question: Board Member Cuzzo asked if he held a Commercial Driver's License (CDL). Chairman George responded that Mr. Mizenko verified, during his interview, that he holds a Class A CDL.

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

Milot & Boyarski moved to adjourn. Passed: Aye-9, Nay-0, Absent-0
The meeting was adjourned at 8:25 PM.

The next regularly scheduled Work Session will be Wednesday, June 22, 2016 at 7:00 PM.
The next regularly scheduled monthly meeting will be Monday, June 27, 2016 at 7:30 PM.

Respectfully submitted,
Greater Hazleton Joint Sewer Authority



Gregory Olander, Assistant Secretary