

The August 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	Cuozzo – Present	*Fay – Absent
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	*Rachel Govelovich, P.E. – Gannett Fleming
*Mark Garlicki, P.E. – Gannett Fleming	

*In attendance during the Work Session

PUBLIC COMMENT

There was no public comment.

Milot & Grink moved to approve the minutes of the July 25, 2016 Regular Monthly Meeting. On the Question: Board Member Cuozzo asked if the Authority was fined for the liquid sludge spill at the Hauled Waste Receiving Station. Gregory Olander responded that the Authority has not received any additional correspondence from DEP on the matter. Passed: Aye-7, Nay-0, Absent-1

Boyarski & Fayock moved to approve the minutes of the July 6, 2016 Special Meeting. Passed: Aye-7, Nay-0, Absent-1

Pension Committee Report –

Christopher Carsia reported that he has received several complaints from employees regarding the service provided by Metlife for the 457B voluntary pension plan. He said Howard Williard III of Morgan Stanley was given the plan documents and agreements to determine if they would be willing to administer the plan. He said provided they are permitted to administer the plan, the Authority would be switching to Morgan Stanley for administration of the 457B voluntary pension plan.

Christopher then reported that he signed off on the Minimum Municipal Obligation (MMO) for 2017, which was calculated at \$177,350.00; however, he is anticipating a larger payment to help offset the growing unfunded liability in the pension plan due to lack of adequate investment returns. He said the higher amount was included in the budget for the 2016-2017 fiscal year. Board Member Grink added that it was suggested during the meeting to lower the benchmark rate of return for the plan because the Authority’s portfolio has not met the 7.5% return rate for several years; however, this would also increase the MMO amount going forward.

Director of Operations Report - MONTHLY FLOW REPORT

	<u>July 2016</u>		<u>Year to Date</u>		
			<u>Total</u>		<u>Average</u>
Total Flow	172,586,330	Gallons	1,777,896,661	Gallon	xxxxx
Total Flow Bypassed	1,028,985	Gallons	57,805,565	Gallon	xxxxx

Days Flow Bypassed	1	Days	24	Days	xxxxx
Total Flow Treated	171,557,345	Gallons	1,720,091,096	Gallon	xxxxx
Average Minimum	3.3	MGD	xxxxxx	xxxxxx	5.6 MGD
Average Maximum	10.0	MGD	xxxxxx	xxxxxx	13.2 MGD
Average Daily Flow	5.5	MGD	xxxxxx	xxxxxx	8.1 MGD

Christopher Carsia, the Director of Operations, reported on the wastewater flows for July 2016. He said the total volume of wastewater diverted from all point sources for the month was estimated to be 37.793 million gallons with approximately 1.029 million gallons of treated outflow diverted at the treatment plant. He said approximately 2.868 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 172.6 million gallons with 171.6 million gallons fully treated. He also stated that the average daily flow to the treatment plant for the month was 5.5 MGD and the average daily flow for the year decreased slightly to 8.1 MGD. He also reported on the efficiency of treatment at the plant. He said the sample results of the plant effluent are low single digits for Total Suspended Solids (TSS) and Biochemical Oxygen Demand (BOD), which is well below permitted levels.

Gregory Olander, the Operations Manager, reported on the revenues for July 2016 and the collection rates for the 2015-2016 fiscal year. He said the July revenues were \$1,060,747.82 which is a decrease of 0.2% from the prior year and bills issued for hauled waste received in July totaled \$123,251.21. He then reported on the customer receipts for the fiscal year ended July 31, 2016 by stating the overall customer revenues collected for the year was \$11,530,867.93. He said the overall collections for the year were 100.07% of what was billed with sewer customers paying 100.19% and hauled waste customers paying 99.33%. He said the reason for the very high collection rate is due to the delinquent collection system that is in place and the work of the office staff and collection crew.

The Director of Operations reported that Rachel Govelovich and Mark Garlicki of Gannett Fleming looked at the leak that was found in the No. 2 Secondary Clarifier tank. He said they would discuss it with their structural people for a possible solution. He also showed them spalling concrete at the aeration tank end wall and Rachel will get the pictures that were taken to their structural department for a determination and recommendation.

The Director of Operations reported storm sewer inlet cleaning was performed on Allen Street near the 48-inch CSO overflow pipe. He said cleaning was also done at the vicinity of Lincoln & 17th Streets and Lincoln & 22nd Streets. Andy Nowak reported that a large amount of debris was removed from the storm sewer inlets and pipes in these areas, which amounted to a full dumpster load of grit that was sent to the landfill.

The Director of Operations then reported that the Fats, Oils, and Grease (FOG) receiving station and conversion of the old sludge holding tank to a grease digester is nearly completed. He said a high pressure power washer was rented to clean the tank and Authority employees were able to successfully wash the top and sides of the beams that support the cover. He said scaffolding would need to be erected in the tank to complete the cleaning and repair areas of deteriorated concrete. He said samples of the concrete were taken by a Pavemend representative to determine the best product to use for the repairs.

Andy Nowak then reported on multiple collection system repairs in the City of Hazleton relating to sinkholes that have been identified as resulting from improper lateral connections into a stone arch on Hemlock Street. He said there have been 10 repairs to the stone arch on Hemlock Street over the past few years because no concrete was used by the contractor(s) who installed the laterals. Board member Grink asked how costly each repair was to fix. Andy responded that it was a few hundred dollars in materials plus a load of flowable fill at about \$700 for each repair. Andy also informed the Board that the new camera truck was returned and they corrected the electrical problem, which appeared to be related to the air conditioning system in the truck. Andy then reported that Weis Markets does not want to issue monthly credit terms to the Authority for purchase of gasoline at the Route 93 station. He said that he would ask them if a prepayment option would be acceptable to keep a positive balance on the account.

The Director of Operations also reported that the state recently announced a round of grants for small water and wastewater system projects. He said the total project cost must be under \$500,000 to be eligible, so the CSO projects in West Hazleton and Hazle Township would be too large to qualify. He said the Cranberry Force Main replacement is estimated to cost about \$1.5 million; however, management and the consulting engineer are looking into the possibility of submitting a grant to bore under State Route 924 with a new section of force main and a new gravity line serving a section of West Hazleton Borough. Board Member Sherrock asked if the Authority would be resubmitting LSA Grant Applications again this year. Gregory Olander stated that there is some level of effort from engineering to modify the applications if we submit the same applications as last year.

Grink & Fayock 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-7, Nay-0, Absent-1

Engineer's Report – Rachel Govelovich introduced Mark Garlicki to the Board. She stated that although she would be the primary Gannett Fleming contact for the Authority and handle the client management duties, Mark would be assisting with the technical aspects of project management due to his 26 years of experience in water and wastewater. Rachel said the goal is to keep the Authority projects moving forward and on budget. She said Mark would be heading the Plant Water System Upgrade Project, which involves installation of new pumps and controls to enhance the plant water capabilities at the plant. Rachel then reported that a draft of the new Corrective Action Plan (CAP) was completed and provided to Authority Management for their review. She said it would be beneficial to talk with the DEP representative overseeing the CAP to get his feedback prior to submitting a final version to DEP. Rachel then reported that the final payment request was submitted to Pennvest for the 2008 WWTP Upgrade Project. She said a few items were still needed before Pennvest could close out the project, including a Litigation Letter (Grundfos Pumps), Structural Integrity Letter (BAF Structure), and final inspection by DEP.

Rachel then reported on the Incinerator Project and informed the Board that the Project Manager for the Incinerator Installation would be John Decker, P.E. from the Gannett Fleming Baltimore office. She said the engineering disciplines, including structural, electrical, architectural, etc., were being brought up to speed on the project to keep the project moving along. She noted that the October deadline to have the project ready for bid is a bit aggressive, but they will try to meet that schedule. She said the Part II Permit Application is going to DEP and since the initial project

scope, a few more items were identified and necessary and added to the project, including a Granulated Activated Carbon (GAC) unit, ash dewatering equipment, a centrifuge, and a building to house the GAC and ash dewatering equipment. Chairman George requested that John Decker attend the next Work Session to report the Incinerator Project progress to the Board. Rachel noted that Gannett Fleming had a meeting scheduled next week with Suez to discuss some of the specifics of the project with the engineering disciplines. Board Member Cuozzo requested a copy of the Incinerator Project contract.

Board Member Cuozzo then asked the cost of the plant water system. Gregory Olander responded that a budgetary price for the control panel was about \$86,000 and Mark Garlicki stated that pump costs should range between \$10,000 and \$15,000 each. Mark said he would be in charge of this project.

Robert Dougherty reported that Doli Construction, the contractor for the Button Bock CSO East and West Paving Projects, completed their work. He said that they did a fine job and he is satisfied with the work and the payment estimates are on the agenda for Board approval. He then reported that the sub-contractor responsible for boring under the rail yard is scheduled to begin in September for the West Separation Project. He said the work should take approximately 4 to 5 weeks to complete. He also noted that all insurances are in place with the Norfolk Southern Railroad Company. He then reported that his employees have been posting notices for removal of roof drains and sump pumps from the sanitary sewer system in Area 1. He said so far 180 notices have been sent, 116 property inspections have been performed, and 69 property owners have removed their illegal connections. Board Member Cuozzo asked if any of the older buildings on Broad Street with roof drains inside the buildings were disconnected. Robert responded that those older buildings are not in the area where the separation work was performed. He said they are in a combined section of town west of Poplar Street and they discharge into a stone arch. He said there would be an ongoing effort to make sure people do not reconnect their roof drains to the sewer.

Board Member Milot asked if the new Coordinated Health medical facility being built in Humboldt Industrial Park would discharge to the Authority's treatment plant. Gregory Olander responded that the facility is on the south side of Route 924 and that area discharges to the Can Do treatment plant.

Milot & Sherrock moved to accept the Engineer's report. Passed: Aye-7, Nay-0, Absent-1

Solicitor's Report – Attorney Ustynoski reported that in addition to what was reported in executive session during the Work Session, he had nothing additional to report.

Boyarski & Cuozzo moved to accept the Solicitor's report. Passed: Aye-7, Nay-0, Absent-1

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

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

BILLS AND CREDITS

Boyarski & Fayock moved to approve payment of Gannett Fleming, Inc. invoices and requisitions from May 28, 2016 through June 24, 2016, totaling \$8,964.98 as listed in the following table:

<u>Requisition #</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
Operating Fund	051153.A*19956	Annual Service Work	\$ 1,566.82
Operating Fund	051153.B*19959	Attending Authority Meetings	\$ 582.14
Operating Fund	051153.AJ*19958	Wastewater Capacity Issues	\$ 149.76
Operating Fund	051153.AI*19957	ODMS Program Update	\$ 929.64
Operating Fund	048847.B*19954	PENNVEST	\$ 1,208.87
Operating Fund	048847.CO*19955	Incinerator Design	\$ 4,527.75
Total			\$ 8,964.98

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

Cuzzo & Sherrock moved to approve Requisition #C171, payable to Doli Construction Corporation, totaling \$98,759.00, for Payment Estimate #1 (FINAL) of the Button Bock CSO Separation Project – East Paving as recommended by the engineer. The original contract price was \$98,759.00 and the total of payments made to date including this payment is \$98,759.00, which leaves a zero balance.

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

Cuzzo & Milot moved to approve Requisition #C172, payable to Doli Construction Corporation, totaling \$178,959.00, for Payment Estimate #1 (FINAL) of the Button Bock CSO Separation Project – West Paving as recommended by the engineer. The original contract price was \$178,959.00 and the total of payments made to date including this payment is \$178,959.00, which leaves a zero balance.

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

Cuzzo & Grink moved to authorize payment from the Operating Fund in the amount of \$1,485,435.20 for Operating and Administrative Expenses (\$645,707.41); Construction in Progress (\$15,111.50); Equipment (\$193,685.25); Transfers to Other Authority Accounts (\$476,363.89); Pennvest Loan #27769 (\$158,666.52); Pennvest Loan #74119 (\$1,473.64); and Pennvest Loan #58103 (\$3,426.99) from the month of July 2016.

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

Fayock & Boyarski moved to approve issued credits totaling \$2,185.09 from month of July 2016.

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

NEW BUSINESS

Cuozzo & Grink moved to authorize Gannett Fleming and Authority Management to prepare a Grant Application under the PA Small Water and Sewer Grant Program to be submitted prior to the October 31, 2016 deadline.

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

Board Member Cuozzo thanked the Authority for assisting the City of Hazleton with clean-out of their storm sewer inlets. She also commented on the Button Bock CSO Separation Project and stated that she has never seen a project go out for bid and come in on budget. She commended RJD Engineering and Authority Management and thanked them for their work.

Milot & Sherrock moved to adjourn. Passed: Aye-7, Nay-0, Absent-1

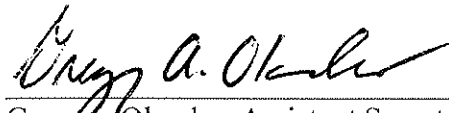
The meeting was adjourned at 7:45 PM

The next regularly scheduled Work Session will be Wednesday, September 14, 2016 at 7:00 PM.

The next regularly scheduled monthly meeting will be Monday, September 19, 2016 at 7:30 PM.

Respectfully submitted,

Greater Hazleton Joint Sewer Authority



Gregory Olander, Assistant Secretary