

The January 22, 2018 regular monthly meeting of the Greater Hazleton Joint Sewer Authority was called to order by Chairman George at 6:30 PM. All in attendance gave a pledge of allegiance.

Roll Call:

Ammon – Absent**	Boyarski – Absent	Cuozzo – Present
Fayock – Present	George – Present	Grink – Present
Milot – Present	Sherrock – Present	Zola - Present

Also in Attendance:

Christopher Carsia – Director of Operations	Gregory Olander – Operations Manager
Andy Nowak – Field Operations Manager	Attorney Joseph D. Ustynoski – Solicitor
Rachel Govelovich, P.E. – Gannett Fleming	Robert Dougherty, P.E. – RJD Engineering
*Laura Motel – Environmental Manager	

*In attendance during the Work Session

**Entered the Meeting at 6:35

PUBLIC COMMENT

There was no public comment.

Fayock & Milot nominated Christopher Carsia as Temporary Chairman for Reorganization.

Passed: Aye-7, Nay-0, Absent-2

NOMINATION OF OFFICERS

George & Grink nominated **Theodore Sherrock** for Chairman. **Milot** moved to close the nominations. Passed: Aye-7, Nay-0, Absent-2. The Assistant Secretary was authorized to cast a unanimous ballot for **Theodore Sherrock** for Chairman.

Sherrock & Grink nominated **Frank George** for Vice-Chairman. **Fayock** moved to close the nominations. Passed: Aye-7, Nay-0, Absent-2. The Assistant Secretary was authorized to cast a unanimous ballot for **Frank George** for Vice-Chairman.

Zola & George nominated **Grace Cuozzo** for Secretary. **Grink** moved to close the nominations. Passed: Aye-7, Nay-0, Absent-2. The Assistant Secretary was authorized to cast a unanimous ballot for **Grace Cuozzo** for Secretary.

Cuozzo & Sherrock nominated **John Milot** for Treasurer. **Zola** moved to close the nominations. Passed: Aye-7, Nay-0, Absent-2. The Assistant Secretary was authorized to cast a unanimous ballot for **John Milot** for Treasurer.

Milot & Grink nominated **Francis Boyarski** for Assistant Treasurer. **Zola** moved to close the nominations. Passed: Aye-7, Nay-0, Absent-2. The Assistant Secretary was authorized to cast a unanimous ballot for **Francis Boyarski** for Assistant Treasurer.

Board Member Ammon entered the meeting at this time.

APPOINTMENTS BY THE BOARD

Milot & Fayock moved that the Ustynoski & Marusak law firm with representation by Attorney Joseph D. Ustynoski be reappointed as Solicitor for the Authority.

Roll Call: Ammon-no, Boyarski-absent, Cuozzo=yes, Fayock=yes, George=yes, Grink=yes, Milot=yes, Sherrock=yes, Zola=yes (Passed 7-1-1)

George & Grink moved to appoint Morgan Stanley as the Investment Consultant for the Authority with representation by Howard Willard III and Stephen Kepchar.

On the Question: Board Member Cuozzo asked if the Board ever goes out for a Request for Proposal (RFP) for investment advisors. Christopher Carsia responded that the Board did issue an RFP several years ago and held meetings for investment firms to make a presentation on their qualifications; however, at that time, the Board chose to retain Morgan Stanley as investment consultant. He then noted that it is at the Board's discretion.

Roll Call: Ammon-no, Boyarski-absent, Cuozzo=yes, Fayock=yes, George=yes, Grink=yes, Milot=yes, Sherrock=yes, Zola=yes (Passed 7-1-1)

George & Milot moved that Snyder & Clemente, CPA with representation by John Nonnemacher, CPA be reappointed as Auditor for the Authority *with annual billing for fiscal year audit of the Authority's financial statements not to exceed \$34,000.*

On the Question: Board Member Cuozzo asked if the Board ever seeks a Request for Proposal (RFP) for the Auditor. Christopher responded that the Board has not requested a RFP for auditing services during his tenure coming to Board Meetings, but he stated that putting professional services out for RFPs is at the Board's discretion. Board Member Ammon asked if the Auditor has a contract and what the cost was for auditing services. Attorney Ustynoski noted that the Auditor does not have a contract. Gregory Olander also responded that he did not have the exact amount paid to the auditor on-hand; however, it was below the budgeted amount of \$34,000. Board Member Ammon requested that the motion be amended to reflect a not to exceed amount of \$34,000 for the Auditor. The motion was then amended to reflect a not to exceed amount of \$34,000.

Roll Call: Ammon-no, Boyarski-absent, Cuozzo=no, Fayock=yes, George=yes, Grink=yes, Milot=yes, Sherrock=yes, Zola=yes (Passed 6-2-1)

George & Fayock moved that Gannett Fleming, Inc. with representation by Rachel Govelovich, P.E. be reappointed as Consulting Engineer for the Authority.

On the Question: Board Member Cuozzo asked if the Board ever sought a Request for Proposal (RFP) for the Engineer. Christopher responded that the Board has not requested a RFP for engineering services in many years; however, he stated that putting professional services out for RFPs is at the Board's discretion. Board Member Cuozzo then stated that she wants to table the motion to appoint Gannett Fleming, Inc. as engineer and put the engineering services out for RFP.

Cuozzo & Zola moved to table the motion to appoint the Consulting Engineer and have the engineering services put out for RFPs.

On the Question: Board Members Ammon and Fayock noted that although they agree with looking at other engineering firms; it is a very difficult time to change engineers due to the impending schedule for the Incinerator Installation Project.

Roll Call: Ammon-no, Boyarski-absent, Cuozzo=yes, Fayock=no, George-no, Grink-no, Milot-no, Sherrock-no, Zola=yes (Failed 2-6-1)

Roll call for the original motion to appoint Gannett Fleming, Inc. as the Authority's Consulting Engineer:

Roll Call: Ammon-no, Boyarski-absent, Cuzzo-no, Fayock-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Zola-no (Passed 5-3-1)

George & Fayock moved to approve the minutes of the December 6, 2017 Special Meeting. Passed: Aye-8, Nay-0, Absent-1

Milot & Grink moved to approve the minutes of the December 11, 2017 Special Meeting. Passed: Aye-8, Nay-0, Absent-1

George & Grink moved to approve the minutes of the December 18, 2017 Regular Monthly Meeting. Passed: Aye-8, Nay-0, Absent-1

Grink & Milot moved to approve the minutes of the December 27, 2017 Special Meeting. Passed: Aye-8, Nay-0, Absent-1

Negotiating Committee Report –

Christopher Carsia reported that a meeting was held on January 15, 2018 between the union and the company to open the contracts to change language regarding Worker’s Compensation and Short Term Disability benefits. He said the meeting was harmonious and a follow-up meeting would be scheduled after the union representatives meet with all the employees.

Grink & Milot moved to approve the Negotiating Committee Report as presented. Passed: Aye-8, Nay-0, Absent-1

Director of Operations Report - MONTHLY FLOW REPORT

	<u>December 2017</u>		<u>Year to Date</u>		
			<u>Total</u>		<u>Average</u>
Total Flow	<u>148,294,418</u>	Gallons	<u>2,762,657,542</u>	Gallon	xxxxx
Total Flow Bypassed	<u>0</u>	Gallons	<u>63,650,263</u>	Gallon	xxxxx
Days Flow Bypassed	<u>0</u>	Days	<u>44</u>	Days	xxxxx
Total Flow Treated	<u>148,294,418</u>	Gallons	<u>2,699,656,279</u>	Gallon	xxxxx
Average Minimum	<u>2.6</u>	MGD	xxxxx	xxxxx	<u>5.0</u> MGD
Average Maximum	<u>7.0</u>	MGD	xxxxx	xxxxx	<u>12.1</u> MGD
Average Daily Flow	<u>4.8</u>	MGD	xxxxx	xxxxx	<u>7.4</u> MGD

Christopher Carsia, the Director of Operations, reported on the wastewater flows for December 2017. He said the total volume of wastewater diverted from all point sources for the month was estimated to be 5.766 million gallons with no treated outflow being diverted at the treatment plant. He said approximately 0.450 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 148.3 million gallons with all flow fully treated. He also stated that the average daily flow to the treatment plant for the month was 4.8 MGD and the year to date average daily flow decreased to 7.4 MGD. He stated that psychrophilic (cold loving) bacteria are being added to the aeration tanks as a supplement to aid the existing bacteria that tend to go dormant during extended periods of cold weather. He also reported that the treatment plant continues to operate very well and maintains compliance with the DEP Permit despite the colder weather. Christopher also noted that the Authority staff identified two water leaks at the treatment plant. He said one

leak was at a yard hydrant near the UV Building, which was isolated by closing a valve, and the other is near the Control Building, which is being investigated to determine the source location.

The Director of Operations reported that the revenues for December 2017 were \$856,286.74, which was a 5.6% decrease from the prior year. He said the billings for hauled waste received in December totaled \$107,236.56, which is an increase of 7.3% from the prior year. Gregory Olander noted that for the current fiscal year to date, the revenues are 2.1% higher than last fiscal year. Christopher stated that although the septic business is slow during the winter months, the frozen ground has caused an uptick in receipt of turkey farm waste, which is normally applied to their farm land.

The Director of Operations introduced the Authority's Environmental Manager, Laura Motel, for a report on two issues involving local industries and the discharge of industrial waste, one of which will be reported in executive session. Laura reported that the Authority staff reported that there was a significant amount of foam in the Black Creek on January 11, 2018; however, there was no foam identified in the treatment plant process. She said the Henkel Corporation was contacted regarding the issue and DEP was also notified. She said DEP dispatched a Water Quality Specialist to the site who observed the foam in the creek. She noted that since there was no issue at the treatment plant and the discharge appears to be directly into the Black Creek, DEP has jurisdiction and they are communicating directly with the industry. She then stated that the Authority's Road Crew employees flushed the Authority owned main line on Jaycee Drive and later televised that line. Andy Nowak then recommended the Authority slip-line their sewer pipe as a precautionary measure to ensure there is no leakage of process wastewater from the Authority's sewer line. He said the Henkel Corporation representatives informed the Authority that they would be replacing their entire sanitary sewer lateral with a new pipe in the next few days. He said quotes were received and the lowest cost to slip-line the Authority's main line was a base price of \$11,500 through the State's COSTARS Program. He said since time is of the essence, he is scheduling the contractor to perform the work while the Henkel Corporation contractor is replacing their lateral while there is no flow entering the line on Jaycee Drive. Board Member Ammon asked if there is an easement in that area and if a permit is needed to cross Black Creek. Attorney Ustynoski responded that the Authority does have blanket easements since we took ownership of the collection system back in 2013. Andy then stated that the slip-line process is work done inside the existing pipe, which will not disturb the ground near the creek. He stated that the reason for slip-lining is that the bridge abutment has moved significantly, which makes it problematic to excavate in the area without further disturbing the bridge abutment. Christopher Carsia stated that a meeting was recently held with representatives of Henkel and they will be hauling their wastewater to the Authority in tanker trucks while the contractor replaces their lateral, which will allow them to re-start production. Board Member Ammon asked that action taken by the Authority be documented.

The Director of Operations reported that a comment letter relative to the Authority's draft NPDES Permit was submitted to DEP prior to the expiration of the 30 day comment period. He said the DEP will be reviewing the comment letter and he expects they will follow-up with the Authority within a few months.

The Director of Operations stated that the 2017 IRS-1099 forms were completed and will be mailed to vendors and Board Members before the deadline. He then requested that he be

contacted by any Board Members interested in attending regional or national wastewater conferences for 2018 through organizations such as WEF, AWWA, PRWA, PMAA, etc.

Andy Nowak reported that the Cushman three wheel vehicle used by the maintenance department is no longer useable or safe to operate. He said they tried to repair the vehicle; however due to its 25 year age, parts are no longer available. He said the vehicle is used heavily by the maintenance department and they requested a replacement as soon as possible. Andy then reported that a similar type vehicle with 4WD would also be useful to transport tools and supplies to some of the remote CSO locations in the system. He said quotes were received for a new vehicle from the following manufacturers: Kubota, Bobcat, Polaris, and John Deere. He said the most attractive quote was for a 2018 Polaris Ranger Model 570 Ultra-Terrain Vehicle (UTV) through the State's COSTARS Program for a purchase price of \$15,866.49. He noted that the motion is on the agenda for the Board's consideration.

Gregory Olander reported that the Lakeside Raptor units for screening and grit removal in the Hauled Waste Receiving Station were recently inspected by the maintenance department and a representative of Lakeside Equipment Corporation. He said each unit needs a complete rebuild including replacement of the screw assembly, grit transfer screw, grit dewatering screw, outer tube and trough, tank bottom, and addition of a rock trap. He said the cost of maintenance parts from the company is just over \$62,000 for each unit with repairs being performed in-house by the maintenance department. Board Member Ammon asked if the parts are proprietary or if they could be purchased elsewhere. Gregory responded that the parts are specific to that piece of equipment, so they would only be available from the manufacturer. He said the repairs would be paid out of the budget this fiscal year for one unit unless there is enough money remaining in the budget to pay for the repairs to both units during this fiscal year. Gregory noted that grit coming into the plant is and has been a major source of equipment wear throughout the treatment plant.

Gregory then reported that he spoke with the contractor for the Primary Pump Station Concrete Repair Project, Mar Allen Concrete, concerning their start schedule. He said they were scheduled to begin repairs the week of January 22, 2018; however, due to the snow, their current job experienced delays. He said they are now scheduled to begin work during low flow in the overnight hours beginning January 28, 2018, weather permitting.

Gregory also reported that because the Authority is considered self-funded for their health insurance through PMHIC, the Authority is now responsible for processing and submitting IRS 1095-B forms to all employees and the IRS. He said that he inquired about adding the forms as part of the existing payroll service, but the cost was about \$3,000 annually. Gregory stated that he was able to compile and upload employee information to a website that mails and submits the forms for the Authority based on the information he provided. He said the total cost was under \$155.00 for the year. He then reported that he has been answering questions from banks through Chris Gibbons of Concord Public Finance for the long and short term financing proposals that were sent out in December. He said Mr. Gibbons feels there is a good level of interest in the project.

The Director of Operations also reported that he and Gregory Olander had a meeting with Senator Yudichak at his Nanticoke office to discuss a few issues including support of the Authority's Pennvest Application for the Incinerator Installation Project. He said the meeting went well and the Senator indicated that he would follow-up on the application.

Andy then reported that a 911 emergency call was received relative to a manhole cover that had come off its frame on South Church Street (State Route 309) and that a vehicle struck the manhole. He said Authority personnel responded immediately and found that it was a manhole cover that was previously welded to the frame. He said the abundance of truck traffic actually broke the weld causing the cover to become dislodged. He said the manhole needs to be excavated and reconstructed to hopefully prevent future incidents. Board Member Ammon asked if there was any damage. Attorney Ustynoski requested to the Board Move to Executive Session to discuss a potential legal issue.

George & Grink moved to enter executive session to discuss a legal issue.

Passed: Aye-8, Nay-0, Absent-1

After the Board moved out of executive session **Zola & 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-8, Nay-0, Absent-1

Engineer's Report – Robert Dougherty reported that flow monitoring has been completed on Ridge Avenue in West Hazleton, the meters have been removed, and the final two reports for November and December 2017 were completed and provided to the Authority. He said the next step is to compare flow data compiled over the past six months to the precipitation data in order to determine how many times the vortex separator treatment unit was over capacity during a particular size rainfall event. He said a project to remove storm sewer inlets would then be developed to reduce flows to the vortex separator to get flows to the unit within capacity. Board Member Cuozzo asked if Hazle Township put their sewer project in that area out for bid. Andy responded that he does not believe the Greenridge Sewer Project has been bid yet.

Robert then reported on the roof drain disconnections associated with the Button Bock CSO Separation Project. He said of the 866 properties with rain leaders going into the ground, all letters have been sent to property owners and 833 properties have been inspected to date. He said 158 owners have not responded to the notices sent to the service address; however, approximately 60 initial notices were just sent in December. He said the next step is to send notices to the mailing address of each property to which bills are sent with a return receipt. Board Member Ammon stated that the bill printing company should be able to include the letters in with the bills if they are provided a list of properties to get the notice, which would prevent paying twice for postage. He asked when the bills went out for this section of town since the Authority bills quarterly. Gregory stated that the bills for this section would not get mailed for approximately three months because the bills were just recently sent out. Robert stated that they could do another round of door hangers and Board Member Ammon asked why there was not someone in-house doing this instead of having an engineering firm apply door hangers. He then asked who posts the houses with notices during delinquent collections. Gregory responded that a PA Constable, Dan Montone, posts delinquent customers with notices along with an Authority employee. Board Member Ammon stated that the Authority should consider having only the Authority employee apply delinquent notices to prevent duplication of costs. He then noted that letters threatening water shut-off should come from the Authority, not an engineering firm. Board Member Zola stated that the Authority's office staff should be able to send the notices. Robert explained that the initial list for notices was produced by mapping the area of concern and doing a curbside inspection of each property to list the properties that had roof drains going

underground. He said his firm has been documenting all the notices and correspondence for each property since the beginning of the process. Board Member Zola stated that a firm letter should be drafted by the Solicitor and it should be mailed from the Authority office. Gregory responded that the office staff can mail these letters.

Robert then reported that a representative of Borton Lawson Engineering would be coming tomorrow to discuss a proposal relative to work that needs to be done by West Hazleton Borough to correct the problem with the bridge abutment on Jaycee Drive.

Rachel Govelovich reported that her firm assisted with developing comments relative to the Authority's new draft NPDES Permit. She said the responses were delivered to DEP prior to the January 15, 2018 deadline. She then stated that DEP will go through the comments item by item to respond to the Authority's concerns. She then reported that her firm has been coordinating with the West Hazleton Code Enforcement Officer on the Building Permit for the Incinerator Installation Project. She said Gannett Fleming is preparing conformed construction documents for the Borough's use during the permit process. Rachel then reported that the Pennvest Board Meeting is being held on January 31, 2018 at which time the Authority will be notified if there is a funding offer from Pennvest. She said that she would be attending the meeting along with Authority staff. She said a coordination conference call was held on January 16, 2018 to allocate tasks to different individuals in the funding group. She said the bank RFPs are due January 24, 2018 and a follow-up conference call is scheduled for January 29, 2018. She said the Pennvest funding offer and bank rates will be discussed at the February 5, 2018 Special Meeting. Rachel then stated that Gannett Fleming continues negotiations on a change order with Suez. Rachel also reported that Notice of Intent to Award was issued to the three apparent responsible low bidders and their bonds and insurances are being collected for review by the Engineer and Solicitor.

Rachel then reported that the contractor for the Primary Pump Station Concrete Repair Project ordered materials for the job and the project is scheduled to begin in the overnight hours of January 28, 2018 provided the flow conditions are low enough. Rachel also reported that DCED had budget questions relative to the LSA Grant Application that was submitted through West Hazleton Borough. She said the grant request is for \$363,000 and the Authority contribution is \$35,000 for a total project cost of \$398,900. She said RJD Engineering provided responses to the DCED request. Rachel then stated that the following required annual reports are being worked on by her firm and Authority staff: Chapter 94 Report, Combined Sewer Overflow (CSO) Status Report, Industrial Pretreatment Report, and Annual Biosolids/Sludge Report. Rachel also noted that the average salary adjustment for Gannett Fleming Employees is 2.9% for 2018; however, the payroll burden remains unchanged at 52.5 again this year.

Rachel then gave a presentation on the Incinerator Installation Project Construction Phase Engineering. She stated that the current engineering authorizations from the beginning of the project through issuance of Notice to Proceed include the following components: Original Agreement for 2008 WWTP Upgrade & Incinerator preliminary design, final design, an bid phase services (\$2,320,000), Amendment #1 for Construction Management on the 2008 WWTP Upgrade (\$1,650,000), Amendment #2 for additional preliminary design, design, and bid phase on the Incinerator Project (\$386,000), and Amendment #4 for Pennvest Limited Services (\$104,400) for a total of Engineering Authorizations in the amount of \$4,460,400. She said, including the invoices for consideration at this meeting, the amount of total invoices are

\$4,309,653, which leaves a remaining authorized budget of \$150,747. She noted that the \$150,747 includes a balance of approximately \$57,000 from Amendment #2 for Construction Management Services that was originally in reserve until the project was closed out. She said now that the Gashouse Pump Station litigation is settled and the project is closed out, that money is freed up to go toward project costs. Rachel then presented Amendment #4 for Incinerator Installation Construction Phase Services and Air Permit Compliance Services in the amount of \$1,533,000 for the Board's consideration. She said after adding Amendment #4, the total engineering cost for the entire project would be \$5,993,400, which is about 10% of the total construction costs of \$59,654,055. Rachel stated that the Amendment #4 breakdown is \$601,000 for Construction Administration, \$503,000 for Resident Observation, \$348,000 for Air Permit Compliance during construction, and \$81,000 for Air Permit Compliance during the 1st year of operation. Rachel then gave a detailed outline the Scope of Services included under Amendment #4. Board Member Ammon requested a detailed breakdown of the resident observation line item and how the \$503,000 was derived. Rachel then gave a detailed explanation of the Air Permit Compliance components, which includes \$25,000 for preparation of a Risk Management Plan (RMP), \$85,000 for a sub-contractor to perform the stack testing, and \$45,000 for a Continuous Emission Monitoring System sub-consultant. Rachel also went over the qualifications of the Gannett Fleming point person for air emissions compliance. She said Jasmine Sodemann has over 17 years of experience related to air permitting and emissions and she can perform air emissions calculations, annual air emissions inventories, construction permits, state operating permits, air computer modeling, and stack testing management. Rachel then noted that the \$1,533,000 is an updated amount from the \$1,300,000 placeholder that was in the 5-year projections scenarios that were presented to the Board on December 18, 2017. Rachel then distributed a copy of Amendment #4 and the proposed Construction Management Scope of Services to the Board.

Board Member Fayock exited the meeting during the end of the Engineer's presentation.

Chairman Sherrock reminded the Board that a Special Meeting is called for 6:30 PM on Monday, February 5, 2018.

George & Grink moved to accept the Engineer's report. Passed: Aye-7, Nay-0, Absent-2

Solicitor's Report – In addition to what was reported in executive session at the Work Session, Attorney Ustynoski thanked the Board for reappointing Ustynoski & Marusak as Solicitor for the Authority. He then noted that he spoke with Rachel concerning the Daily Logs to be kept by the resident inspector and noted that whoever is the inspector, they must be diligent with maintaining the daily notes and should any serious problems arise, they should be reported directly to the Board.

Grink & Milot moved to accept the Solicitor's report.
Passed: Aye-7, Nay-0, Absent-2

George & Grink moved to accept the Investment Consultant's Report as presented.
Roll Call: Ammon-yes, Boyarski-absent, Cuozzo-yes, Fayock-absent, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Zola-yes

BILLS AND CREDITS

Cuozzo & Ammon moved to approve payment of Gannett Fleming, Inc. invoices and requisitions from October 28, 2017 through November 24, 2017, totaling \$11,558.56 as listed in the following table:

<u>Requisition #</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
Operating Fund	051153.A*47567	Annual Service Work	\$ 1,536.90
Operating Fund	051153.B*47582	Attending Authority Meetings	\$ 499.96
Operating Fund	051153.D*47568	Pretreatment Program	\$ 252.54
Operating Fund	051153.AG*47578	Financing & Grants	\$ 722.36
Operating Fund	051153.01*47566	Scada Update & Plant Water Service	\$ 716.14
Operating Fund	048847.CO*47589	Incinerator Bid Phase & Pennvest	\$ 7,830.66
Total			\$ 11,558.56

On the Question: Board Member Zola requested the Incinerator invoices be separated on the agenda from the other Gannett Fleming invoices. Gregory responded that he would have them separated.

Roll Call: Ammon-yes, Boyarski-absent, Cuozzo-no, Fayock-absent, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Zola-no

George & Cuozzo moved to authorize payment from the Operating Fund in the amount of \$860,210.62 for Operating and Administrative Expenses (\$572,866.48); Construction in Progress (\$47,240.41); Equipment and/or Office Equipment (\$64,000.84); Pennvest Loan #27769 (\$172,675.90); and Pennvest Loan #58103 (\$3,426.99) from the month of December 2017.

Roll Call: Ammon-yes*, Boyarski-absent, Cuozzo-yes, Fayock-absent, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Zola-yes

**Board Member Ammon votes yes for all payments from the Operating Fund as presented except those for the Hazleton City Authority (HCA), for which he abstains.*

Ammon & Grink moved to approve issued credits totaling \$1,851.84 from month of December 2017.

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

NEW BUSINESS

Cuozzo & Grink moved to approve the purchase of one (1) 2018 Polaris Ranger Model 570 Ultra-Terrain Vehicle, for the total purchase price of \$15,886.49 from Best Line Equipment Company of Pennsdale, PA, through DGS State Contract #4400011358 (COSTARS), as listed in the quotation dated January 12, 2018.

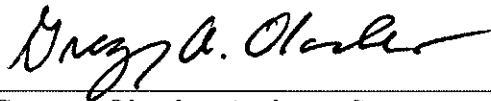
On the Question: Board Member Zola asked the purpose of purchasing this type of vehicle. Andy Nowak responded that it would be a replacement for the Cushman used by the Maintenance Department, which is no longer operable and cannot be repaired due to the lack of available parts. He said it would also be used to access hard to reach right of way areas in the system. Andy also noted that the Authority has a trailer to move the vehicle.

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

Milot & Zola moved to adjourn. Passed: Aye-7, Nay-0, Absent-2
The meeting was adjourned at 8:10 PM

A Special Meeting is scheduled on Monday, February 5, 2018 at 6:30 PM
The next scheduled Work Session will be Wednesday, February 21, 2018 at 6:30 PM
The next scheduled Regular Monthly Meeting will be Monday, February 26, 2018 at 6:30 PM

Respectfully submitted,
Greater Hazleton Joint Sewer Authority



Gregory Olander, Assistant Secretary