

The March 26, 2018 regular monthly meeting of the Greater Hazleton Joint Sewer Authority was called to order by Chairman Sherrock at 6:30 PM. All in attendance gave a pledge of allegiance.

Roll Call:

Ammon – Present	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
Laura Motel – Environmental Manager	Rachel Govelovich, P.E. – Gannett Fleming
Attorney Scott Gartley – Labor Law Attorney	Nicholaus Sahd – Gannett Fleming

\*In attendance during the Work Session

**PUBLIC COMMENT**

There was no public comment.

**George & Milot** moved to approve the minutes of the February 5, 2018 Special Meeting.  
 Passed: Aye-8, Nay-0, Absent-1

**Milot & Grink** moved to approve the minutes of the February 21, 2018 Pension Meeting.  
 Passed: Aye-8, Nay-0, Absent-1

**Fayock & Grink** moved to approve the minutes of the February 26, 2018 Regular Monthly Meeting. Passed: Aye-8, Nay-0, Absent-1

**Negotiating Committee Report –**

Chairman Sherrock called for an executive session for a report by the Authority’s Labor Law Attorney, Scott Gartley.

**George & Grink** moved to enter executive session to discuss negotiations and personnel issues. During the executive session, Environmental Manager, Laura Motel, also gave an update to the Board on the grease blockage issue in the South Industrial Line and the issues with foam observed in the Black Creek.

After the Board moved out of executive session, **Fayock & 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>February 2018</u>		<u>Year to Date</u>		<u>Average</u>
			<u>Total</u>		
Total Flow	398,395,276	Gallons	690,084,481	Gallon	xxxxx
Total Flow Bypassed	44,504,352	Gallons	62,914,520	Gallon	xxxxx
Days Flow Bypassed	10	Days	15	Days	xxxxx
Total Flow Treated	353,890,924	Gallons	627,169,961	Gallon	xxxxx
Average Minimum	10.1	MGD	xxxxx	xxxxx	8.0 MGD
Average Maximum	21.2	MGD	xxxxx	xxxxx	18.0 MGD

Average Daily Flow	12.6 MGD	xxxxx	xxxxx	10.7 MGD
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Christopher Carsia, the Director of Operations, reported on the wastewater flows for February 2018. He said the total volume of wastewater diverted from all point sources for the month was estimated to be 65.249 million gallons with 44.504 million gallons of treated outflow being diverted at the treatment plant. He said approximately 1.618 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 398.4 million gallons with 353.9 million gallons being fully treated. He also stated that the average daily flow to the treatment plant for the month was 12.6 MGD, which is well above the permitted average daily flow of 8.9 MGD. He stated that the PPL bills have been very high over the past two months due to the significantly higher flows and he noted that the high flows are also washing an excessive amount of grit material into the plant, which caused a minor breakdown in the grit removal building. Gregory Olander reported that due to the high flows, the Primary Pump Station Concrete Repair Project has been delayed. He said the representative from Mar-Allen Concrete contacts him weekly for an update, but the flows have been so high, the primary wet well cannot be taken out of service to perform the repairs. He said the job will be schedule as soon as the overnight flows come down enough to take the wet well out of service for a few hours. Christopher then stated that the high flows are also causing increased use of chemicals, primarily Magnesium Hydroxide and Methanol to maintain adequate treatment. He said the plant effluent is still well within compliance even with the increased flows to the plant.

The Director of Operations reported that the revenues for February 2018 were \$875,046.98, which was a 1.4% increase from the prior year. He said the billings for hauled waste received in February totaled \$134,413.23, which is an increase of 21.5% from the prior year. Christopher stated that in addition to an uptick in hauled-in grease being received, two significant hauled waste accounts that had pursued other options for disposal of their waste continue to discharge at the Authority’s plant for treatment of their wastestream. He commented that the Authority’s Chief Operator, Gene Zynel, has been doing an excellent job scheduling and maximizing the amount of grease able to be received and treated in the new grease digester without upsetting the other treatment processes in the plant.

The Director of Operations then reported that he has not received a response from DEP concerning the Authority’s comments on the draft NPDES Permit submitted in January 2018. He then reported that the liquid fuels reports were recently completed and submitted to the State and Federal Governments. He also reported that staff comments were provided to Gannett Fleming for the annual Wasteload Management Report, CSO Status Report, and Industrial Pretreatment Report, which will all be submitted to the regulators prior to the March 31, 2018 deadline. He then noted that a field audit of the Industrial Pretreatment Program was performed by EPA, which included an inspection of a local industry.

Andy Nowak then reported that the Road Crew completed the replacement of the scrubber drain line from the Control Building to the Primary Pump Station, which will ultimately discharge into the parshall flume. He said a cleanout still needs to be installed on the line for future cleaning should the line block. Andy also reported that after a few days of digging to locate a private main line on Hemlock Street in Hazleton City, the Road Crew was able to locate the pipe, which was blocked with grease. He said they opened the pipe at that location and flushed the line. He noted

that this was one of the sewer mains privately constructed under a permit from the City. He said it did not show up on the maps and there was no access point such as a manhole to clean the line. He said an access point will be added in the future for routine line flushing. Andy then reported that the Authority was not successful in its 2017 application for a LSA Grant through West Hazleton Borough.

Gregory Olander then reported that the third Penn Valley double disk sludge pump was installed by the Maintenance Department to replace the last remaining rotary lobe sludge pump. He said the installation went well; however, some problems occurred a few days later with two of the pumps shutting off due to unidentifiable faults in the VFDs and/or electrical controllers. He said the maintenance staff has been trying to troubleshoot the problem in-house, but it may be necessary to contact the manufacturer, Square D, or Schneider Electric to assist if the issue cannot be identified. Gregory also informed the Board that the incinerator training contract with 360Water, Inc. was on the agenda for the Board's consideration along with the first of the requisition payments for the incinerator installation, which is the payment to West Hazleton Borough for the Building Permit.

**Grink & George** 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** – Andy Nowak reported on behalf of Robert Dougherty relative to the Button Bock CSO Separation Project. He said 87 letters were mailed from the Authority offices to property owners who have not responded to the hang tag notices. He said about 30 to 35 calls have been received the first week following the mailing. Andy then reported that one (1) of the eighteen (18) sanitary cross connections to the storm sewer lines in that drainage basin was corrected by the Road Crew. He said more of these cross connections will be removed once the weather is more favorable. Attorney Ustynoski requested the Board move to executive session to discuss a 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, Rachel Govelovich reported that no response has been received from DEP regarding the draft NPDES permit comments that were provided to the Department on January 11, 2018. Rachel then reported that the Building Permit Application for the Incinerator Installation Project was presented to the Board this month for approval. She reported that the first settlement call with Pennvest was held on February 26, 2018 and a follow-up call is scheduled for April 11, 2018. She said before that conference call, the Authority must have its settlement documentation submitted in the online system for discussions during the call. She said Pennvest settlement is scheduled for May 1, 2018 and the Chairman and Secretary need to be available for e-signing of documents. Rachel also reported that the Suez Change order will be discussed with Jeff Raffensperger at the special meeting on March 28, 2018. Rachel informed the Board that "Notice to Proceed" was issued to the contractors on March 2, 2018 as scheduled and the Pre-Construction Conference was held on February 26, 2018 with DEP and Pennvest representatives present. She said shop drawings have been coming in from the contractors for review and approval by their Construction Management division.

Rachel then reported on the Primary Pump Station Concrete Repair Project. She said the project has not started yet due to higher flows coming into the treatment plant. She said Authority staff is coordinating directly with the contractor so work can begin when flow conditions at the treatment plant are low enough to bypass the primary wet well. Rachel also reported that the LSA Grant Application for CSO work in the Borough of West Hazleton was not approved by DCED for this past year's funding round. Rachel also reported that the Annual Wasteload Management Report, CSO Status Report, and Industrial Pretreatment Report were prepared in conjunction with Authority staff and they will all be submitted to the regulators prior to the March 31, 2018 deadline.

Rachel then reported on the Suez Change Order #6 in the amount of \$5,000 for a three (3) day inspection of parts and equipment stored by the Authority. She said the inspection would be performed by Suez personnel with a contractor representative and construction management representative present. She said a report of items to be addressed will be prepared by Suez based on their findings during the inspection. She asked the Board to consider approving the Change Order since the inspection is scheduled to begin on April 3, 2018.

Board Member George asked if construction management had an opportunity to discuss the use of local labor and materials with the contractor. Rachel acknowledged that the contractor was contacted regarding the use of local labor.

**Grink & Zola** moved to enter executive session to discuss a negotiations issue regarding a potential local industry. Passed: Aye-8, Nay-0, Absent-1

After the Board moved out of executive session, **Milot & Grink** moved to accept the Engineer's report. Passed: Aye-8, Nay-0, Absent-1

**Solicitor's Report** – Attorney Ustynoski stated that in addition to what was reported in executive session, he had nothing additional to report.

**Grink & Fayock** moved to accept the Solicitor's report.  
Passed: Aye-8, Nay-0, Absent-1

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

#### **BILLS AND CREDITS**

**Fayock & Ammon** moved to approve payment of Gannett Fleming, Inc. invoices and requisitions through February 2, 2018, totaling \$4,660.07 as listed in the following table:

<u>Requisition #</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
Operating Fund	051153.A*51113	Annual Service Work	\$ 3,063.57
Operating Fund	051153.B*51115	Attending Authority Meetings	\$ 721.90
Operating Fund	051153.C*51116	Chapter 94 Report	\$ 129.93
Operating Fund	051153.T*51117	NPDES Permit Application	\$ 409.51
Operating Fund	051153.AG*51114	Financing & Grants	\$ 247.62
Operating Fund	051153.02*51112	Primary Pump Station Concrete Repair	\$ 87.54
Total			\$ 4,660.07

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

**Fayock & Grink** moved to approve payment of Gannett Fleming, Inc. Invoice 048847.C0\*51160 through February 2, 2018, for the Incinerator Project totaling \$31,380.00.

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

**Cuozzo & Grink** moved to authorize payment from the Operating Fund in the amount of \$926,577.84 for Operating and Administrative Expenses (\$374,833.46); Construction in Progress (\$21,255.00); Vehicles (\$15,886.49); Debt Service Series 2012A Bond (\$165,000.00); Debt Service Series 2012B Bond (\$173,500.00); Pennvest Loan #27769 (\$172,675.90); and Pennvest Loan #58103 (\$3,426.99) from the month of February 2018.

On the question: Board Member Cuozzo asked what vehicle was purchased in February. Andy Nowak responded that it was the Utility Terrain Vehicle (UTV) purchase that the Board had authorized for use by the Maintenance Department and Road Crew.

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.*

*\*\* Board Members Cuozzo and Zola vote yes for all Construction in Progress (CIP) items except those that relate to the Incinerator Project.*

**Fayock & Ammon** moved to approve issued credits totaling \$1,903.18 from month of February 2018.

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

**Milot & George** moved to approve Requisition #D001 for payment of Invoice #3955 in the amount of \$61,178.46, payable to the West Hazleton Borough, for Building and Work Permit Fee including Plan Review and Inspections for the Incinerator Installation Project.

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

**NEW BUSINESS**

**Grink & Fayock** moved to approve the Professional Services Agreement with 360Water, Inc. to develop and host site specific interactive learning modules for Fluidized Bed Incinerators, at a contract price of \$148,000.00, for training of plant operators to meet the operator training and

qualifications for Sewage Sludge Incinerators (SSI) as contained in the Federal Register and the Authority's Air Quality Program Permit through the PA DEP.

On the Question: Board Member Ammon stated that \$148,000 seems like a lot of money for training and he asked how many people were getting this training. Gregory Olander responded that the training is built from the ground up while the incinerator is being constructed. He said they would be taking videos, pictures, and integrating diagrams and schematics specific to the Authority's incinerator to train the operators on the exact system they will be operating. He said it is not a one-time requirement; the operators need to be re-certified annually and this training program will ensure they continue to maintain their certification to operate the unit. Attorney Ustynoski noted that this is also a five year contract to host the training once it is complete, which is why it was moved out of the construction contract to avoid delaying the closing of that contract once construction is complete.

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

**George & Fayock** moved to approve Change Order #6 for the Incinerator Procurement Contract in the amount of \$5,000.00, for the fluidized bed incinerator equipment inspection to identify suggested actions prior to installation and use as recommended by Suez and the Authority's engineer.

On the Question: Board Member Ammon stated that although he is voting for the inspection, he thinks it should have been done much sooner and before the financing was secured.

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

**Chairman Sherrock** appointed the following Board Members to Committees:

Building & Grounds Committee – George to replace Sherrock

Hiring Committee – Zola added as the alternate

Grievance Committee – George, Milot, and Cuzzo

Financial Assessment Committee – George to replace Sherrock

**Milot & Ammon** moved to adjourn. Passed: Aye-8, Nay-0, Absent-1

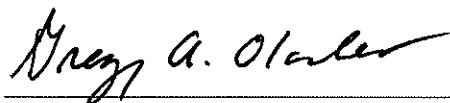
The meeting was adjourned at 8:43 PM

The next scheduled Work Session will be Wednesday, April 18, 2018 at 6:30 PM

The next scheduled Regular Monthly Meeting will be Monday, April 23, 2018 at 6:30 PM

Respectfully submitted,

**Greater Hazleton Joint Sewer Authority**



Gregory Olander, Assistant Secretary