

The October 22, 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	*Cuzzo – Absent	Fayock – Present
Gallagher – Present	George – Present	**Grink – Absent
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
Attorney Susan Sernak-Martinelli	

*In attendance during the Work Session

**Board Member Grink entered the meeting following approval of the Solicitor’s Report

PUBLIC COMMENT

There was no public comment.

Milot & Gallagher moved to approve the minutes of the September 24, 2018 Regular Monthly Meeting. Passed: Aye-7, Nay-0, Absent-2

Director of Operations Report - MONTHLY FLOW REPORT

	<u>September 2018</u>		<u>Year to Date</u>		
			<u>Total</u>		<u>Average</u>
Total Flow	<u>365,938,354</u>	Gallons	<u>2,989,244,032</u>	Gallon	xxxxx
Total Flow Bypassed	<u>33,252,847</u>	Gallons	<u>244,378,036</u>	Gallon	xxxxx
Days Flow Bypassed	<u>11</u>	Days	<u>64</u>	Days	xxxxx
Total Flow Treated	<u>332,685,507</u>	Gallons	<u>2,744,866,016</u>	Gallon	xxxxx
Average Minimum	<u>8.1</u>	MGD	xxxxx	xxxxx	<u>7.3</u> MGD
Average Maximum	<u>21.0</u>	MGD	xxxxx	xxxxx	<u>17.2</u> MGD
Average Daily Flow	<u>11.1</u>	MGD	xxxxx	xxxxx	<u>10.1</u> MGD

Christopher Carsia, Director of Operations, reported on the wastewater flows for September 2018. He said the total volume of wastewater diverted from all point sources for the month was estimated to be 112.316 million gallons with 33.253 million gallons of treated outflow being diverted at the treatment plant. He said approximately 6.167 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 365.9 million gallons with approximately 332.7 million gallons being fully treated. He also stated that the average daily flow to the treatment plant for the month was 11.1 MGD and the average daily flow for the year increased slightly to 10.1 MGD. He said the treatment plant continues to operate well within compliance of permit parameters despite the continued heavy rain events. He stated that total flows during a normal calendar year are about 3 billion gallons and that amount of flow has already been reached through September. He said the flows are on pace to reach 4 billion gallons for the year. Christopher also noted that the water year for the permitted discharge of nutrients ended on September 30th and the treatment plant was well within compliance for its annual nutrient loading for Nitrogen and Phosphorus even with the

higher flows to the plant. He said the Biological Aerated Filter (BAF) system has been working very well to remove Nitrogen from the wastewater.

The Director of Operations reported that the revenues for September 2018 were \$968,997.34 which was a 9.8% increase from the prior year. He said the billing for hauled waste received in September totaled \$217,940.01, which is an increase of 69.3% from the prior.

The Director of Operations recommended that Andy Nowak fill in for him as Acting Pension Plan Administrator at the next Pension Meeting on November 14, 2018 due to his impending medical leave of absence. He then reported that Gene Zynel was nominated to receive an Innovation Award at the next Eastern Pennsylvania Water Pollution Control Operators Association (EPWPCOA) meeting for the work he has done designing and managing the new Fats, Oils, and Grease (FOG) treatment system at the treatment plant. He said Gregory Olander would be attending the meeting representing management.

The Director of Operations then reported that the Request for Proposals (RFP) for Sludge Hauling and Disposal for calendar year 2019 was being advertised and there are currently two (2) interested parties that picked up the RFP. He said the bid opening is scheduled for the regular meeting on November 19, 2018. He also informed the Board that the Authority is soliciting pricing for Worker's Compensation Insurance for calendar year 2019 through brokers, the PMAA, and Benecon.

Andy Nowak reported on the work performed in the collection system over the past month. He said repairs were completed to rebuild the upper portion of a manhole on 15th and Lincoln Streets and asphalt paving around the manhole was also completed. Andy then discussed a proposed relocation of the sewer main line passing through the shifting wing wall of West Hazleton Borough's bridge on Jaycee Drive near the treatment plant entrance. He said a field survey verified that there was enough gradient to connect the manhole on the north side of the bridge and provide gravity flow to the South Industrial Line that enters the treatment plant. He said the length of the relocated line would be about 1000 linear feet at an estimated cost of \$150 per foot for a contractor to complete the work. Andy stated that this project could be done in-house by the Road Crew for much less than that estimate, but it would take a longer timeframe to complete because they would need to continue addressing problems in the collection system as they arise. He said a 25 foot easement is needed from Can Do before permits can be obtained so work can begin. He said work could start on the lower end by the South Industrial Line and move toward the manhole at the bridge so flow is not interrupted and the employees can move to repairs in the City and Borough as needed. Andy then asked if the Board wanted to proceed with the relocation. Christopher Carsia stated that the work can be paid for under the current collection system division budget. Andy then stated that the existing section of line would be abandoned and a survey would be needed to identify a route for the new line in the event there are rocks in that area. Board Member Gallagher stated that it is likely the line will be in the 100 year floodplain so the Army Core of Engineers would need to be notified. Andy noted that although the Black Creek does not need to be crossed with this line, DEP must be notified of the work to determine if a permit is needed from the State. Board Member Ammon said DEP should be contacted for approval.

Andy also reported that he has been costing a replacement for the existing Vac Truck under this fiscal year's capital budget. He said Board Members Grink and Fayock saw the preferred

replacement truck at the WEFTEC Conference that they recently attended and they spoke with the manufacturer about options and production lead times. Andy said this truck is heavy duty and offers additional advantages over the current truck. Board Member Ammon asked if this other truck is more expensive than the current truck would be if it were new. Andy responded that the preferred truck costs more money, but the existing truck is breaking down more frequently due to heavy use over the past 6 years. He also noted that the existing truck should bring about \$150,000 in sale value on an auction site, which would be put toward the purchase of the new truck. He said that he would get pricing from other truck suppliers to have firm prices for the next Board Meeting.

Board Member Cuzzo asked why there was \$10,000 worth of concrete purchased in September. Andy responded that it was for flowable backfill material used at seven (7) of the cross-connection repairs made in the Heights section of Hazleton City.

Gregory Olander then informed the Board that he and the Director of Operations attended an annual PMHIC renewal meeting and he reported that the Authority's health insurance premiums for next calendar year will be decreasing by 0.4%. He said in the PMHIC cooperative, premiums increased by an average of 6.9% for members, so the Authority has done well with its claims performance since their enrollment with PMHIC. He also reported that the remaining 25% of the 2017 surplus payment in the amount of \$26,229 should be received from PMHIC by the end of the month.

Gregory reported that the annual Financial Audit presentation would be pushed back to the November work session because the GASB 68 and GASB 75 Reports regarding the Pension and OPEB respectively were yet to be received from the actuarial consultant. He said the figures in those reports are needed to complete the Audit and they are anticipated to be received by the end of the month.

Gregory then reported on some of the repair and maintenance items completed since the last meeting. He said in addition to routine and preventative maintenance, the maintenance department completed the following items: replacement of circuit board in upper pressure sensor for Denitrification Cell #3, installation of a strobe and alarm on the Grit System, replacement of seals on Rotary Press #3 flocculation mixer, rewire and reprogram VFD for Rotary Press #1 due to a critical failure, installation of new Return Activated Sludge (RAS) Pump #2, and repair of parking lot lighting at the Administration Building.

Gregory also reported that he contacted Citterio as the Board directed concerning the double wall poly tank for use as a "High Strength Waste Tank". He said that the Citterio representative was notified that the Board would not consider the outright purchase of a tank, but may consider some type of cost sharing if Citterio would not purchase the tank outright. He said the representative was also informed that the Authority could not continue accepting the waste into the gravity thickener, which was supposed to be a temporary discharge location until a permanent location could be developed. He said the representative would inform the company's owners of the Authority's position. Gregory noted that in his discussions with Chief Operator, Gene Zynel, he has become concerned of the long term effects on the concrete thickener tank by continuing to accept the waste in this manner. Board Member Cuzzo asked how long the waste has been coming to the Authority. Gregory responded that this particular wastestream has been discharged once a week since the Spring of this year. He said due to the Chief Operator's concerns about the

discharge location, he would be contacting Citterio to cease the discharge of this waste unless a more suitable discharge location can be developed.

Gallagher & Milot 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-2

Engineer's Report – Robert Dougherty reported that he reviewed the 5 bids from contractors for the West Hazleton Borough Area 2 Separation Project and he recommends issuing Notice of Award to the low bidder Wexcon, Inc. of Mohrsville, PA for the lump sum base bid of \$728,840.00. He said bonds and insurances will be requested of the contractor for review by the Solicitor. Board Member Ammon asked if RJD Engineering, Inc. would perform the inspection on this project. Robert responded that RJD Engineering would perform the inspection.

Rachel Govelovich reported during the Work Session that there has been no formal response to the Authority's comments on the draft NPDES permit from DEP. She then reported on the Incinerator Project. She said payment from PENNVEST was received prior to the September work session for Payment Request #1. She said Change Order #2 of Contract 1 (General Construction) was submitted to PENNVEST and DEP and Change Orders 1 & 2 of Contract 3 (Electrical) are being prepared for submission. She reported that the Fluidized Air Blower (FAB) was returned to the manufacturer for inspection and testing. Rachel then noted that she reviewed Gannett Fleming's final recommendations with the Board at the October 10, 2018 Special Meeting relative to the Suez delay claim and she stated that she is looking for direction from the Board on how to draft a response to Suez.

Rachel then reported on the construction phase of the Incinerator Project. She said the General Contractor, Michael F. Ronca, Inc., completed installation of the incinerator room roof and roof drain piping; installed stainless steel duct from the WESP to the Scrubber; installed WESP internal parts; installed the WESP transformer and duct, safety screens for the incinerator, and the lower platform. She said paving demolition was completed within the building addition footprint, stormwater manhole SMH-6 was installed, and incinerator stack was coated with paint. She reported that the Electrical Contractor, George J. Hayden, Inc., installed the main incinerator control panel, installed 90% of the MCCs, and installed and fed conduit and disconnects to the fluidized air blower, air compressors A & B, air dryers A & B, and the high-pressure roof spray pumps. She said the Suez sub-contractor, McNeil continued installation of the refractory brick inside the incinerator. She said Suez began inventorying and labeling instruments and valves so the installation progresses more efficiently.

Rachel then reported that Ronca Payment Estimate #5 in the amount of \$337,429.15 and Hayden Payment Estimate #6 in the amount of \$84,816.90 are on the agenda and recommended for approval. Rachel reported that the contractor began removal of the abandoned underground storage tank that was identified to be within the excavation area during design. She said there was a \$14,000 allowance built into the contract during bidding for physical removal of the tank and backfill in the area. She said during the removal, the tank was found to be filled with concrete and it was too heavy to lift out of the ground without removing it in pieces. She stated that during the removal, some residual fuel oil that remained in the tank was spilled on the ground. She said DEP was notified of the spill and an environmental firm was called in to withdraw liquid from around the tank. She noted that the DEP representative noted that the contractor should excavate the site

until there is believed to be no additional contaminated soil remaining and then take samples of the excavation area to verify the contaminated soil has been removed. She said the contamination is being classified as a surface spill, which requires two (2) samples to be taken at the excavation area. Board Member Cuozzo asked when the tank was abandoned. Christopher Carsia responded that he believes it was before his employment began in 1984; however, no report of the tank closure could be located at the plant or in the DEP database. Rachel noted that because the tank contained #2 heating oil, a closure report was not required if the tank was abandoned before 1988. Rachel then reported on two (2) valve actuators that are needed as an operational improvement to better automate the shutdown and startup of the incinerator. She said the two valves under the contract that control flow to the incinerator are being provided with actuators; however, the two valves controlling flow to the landfill dumpsters were specified to be manual valves. She said the operations staff stressed the importance of those two valves also being actuated to integrate with the SCADA system to open when the incinerator valves close and vice versa. She said it would offer improved startup by injecting drier cake into the incinerator and it will allow the system to automatically switch from incineration to landfill disposal without the need to shut down the centrifuge. Gregory Olander noted that the valves have not been ordered by the contractor yet, so the actuators can be installed on the valves at the factory. He said there would be some amount of additional programming work needed to control the actuators as desired. Rachel also reported that a construction job conference was held on October 11, 2018.

Gallagher & George moved to accept the Engineer's report.

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

Solicitor's Report – Attorney Sernak-Martinetti reported that in addition to the report given in executive session at the Work Session by Attorney Ustynoski, she had nothing additional to report.

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

Board Member Grink entered the regular meeting at this time.

Gallagher & Milot moved to accept the Investment Consultant's Report as provided.

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

BILLS AND CREDITS

Gallagher & George moved to approve payment of Gannett Fleming, Inc. invoices and requisitions from September 1, 2018 through September 28, 2018, totaling \$2,524.95 as listed in the following table:

<u>Requisition#</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
Operating Fund	051153.A*62946	Annual Service Work	\$ 1,412.61
Operating Fund	051153.B*62947	Attending Authority Meetings	\$ 590.48
Operating Fund	051153.D*62948	Pretreatment Program	\$ 259.86
Operating Fund	051153.02*62945	Primary Pump Station Concrete Repair	\$ 262.00
		Total	\$ 2,524.95

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

Gallagher & Milot moved to approve payment of Gannett Fleming, Inc. Invoice #048847.C0*62944, in the amount of \$39,404.83, from September 1, 2018 through September 28, 2018, for the following Incinerator Project items: PENNVEST Administration (\$1,793.41), Air Permitting during Construction (\$1,041.88), Construction Administration (\$24,857.54), and Resident Observation (\$11,712.00).

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

Gallagher & George moved to authorize payment from the Operating Fund in the amount of \$1,042,733.04 for Operating and Administrative Expenses (\$851,053.52); Construction in Progress (\$1,578.00); Transfers to Other authority Accounts (\$5,000.00); Debt Service Series 2018 Bond (\$8,998.63); Pennvest Loan #27769 (\$172,675.90); and Pennvest Loan #58103 (\$3,426.99) from the month of September 2018.

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

**Board Member Ammon votes no for all payments from the Operating Fund as presented except those for the Hazleton City Authority (HCA), for which he abstains.*

Gallagher & George moved to approve issued credits totaling \$1,875.27 from month of September 2018.

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

OLD BUSINESS

Gallagher & Milot moved to issue Notice of Award to the responsible low bidder, Wexcon, Inc. of Mohrsville, PA, for the lump sum base bid of \$728,840.00 for the West Hazleton Area 2 Sewer Separation Project bid as recommended by the Engineer.

On the Question: Board Member Fayock asked if Mr. Grink was able to vote on this motion because he is a West Hazleton Councilman. Attorney Sernak-Martinelli responded that she does not have details of the project; however, she does not believe it to be a conflict of interest. She said Mr. Grink may abstain from the vote if he feels there may be a conflict of interest.

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

NEW BUSINESS

Gallagher & George moved to approve Requisition #D013, payable to Michael F. Ronca & Sons, Inc., totaling \$337,429.15, for Payment Estimate #5 of the Incinerator Installation Project - Contract One (General Construction) as recommended by the engineer. The original contract price was \$10,877,000.00. Add for Change Orders #1 to #3 (-\$69,478.72) for a total contract of \$10,807,521.28. The total of payments made to date including this payment is \$2,408,944.75, which leaves a balance of \$8,398,576.53.

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

Gallagher & George moved to approve Requisition #D014 in the amount of \$36,009.49 (2018 Construction Fund) and Requisition #C181 in the amount of \$48,807.41 (Authority Accounts) for a total payment of \$84,816.90 to George J Hayden, Inc. for Payment Estimate #6 of the Incinerator Installation Project - Contract Three (Electrical) as recommended by the engineer. The original contract price was \$794,400.00. Add for Change Orders #1 to #2 (\$2,810.00) for a total contract of \$797,210.00. The total of payments made to date including this payment is \$406,170.00, which leaves a balance of \$391,040.00.

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

Milot & Gallagher moved to adjourn.

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


The meeting was adjourned at 6:41 PM

The next scheduled Work Session will be Wednesday, November 14, 2018 at 6:30 PM

The next scheduled Regular Monthly Meeting will be Monday, November 19, 2018 at 6:30 PM

Respectfully submitted,

Greater Hazleton Joint Sewer Authority



Gregory Olander, Assistant Secretary