

The March 25, 2019 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.

March 20, 2019 Work Session Roll Call:

Ammon – Present	Fayock – Present	Gallagher – Present
George – Present	Grink – Present	Milot – Absent
Sherrock – Present	Sullivan – Present	Zola – Absent

Also in Attendance during Work Session:

Christopher Carsia – Director of Operations	Andy Nowak – Field Operations Manager
Gregory Olander – Operations Manager	Attorney Joseph D. Ustynoski – Solicitor
Rachel Govelovich, P.E. – Gannett Fleming	

March 25, 2019 Regular Meeting Roll Call:

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

* via Telephone

PUBLIC COMMENT

There was no public comment.

Gallagher & Milot moved to approve the minutes of the February 20, 2019 Pension Meeting. Passed: Aye-8, Nay-0, Absent-1

Gallagher & Sullivan moved to approve the minutes of the February 25, 2019 Regular Monthly Meeting. Passed: Aye-8, Nay-0, Absent-1

Director of Operations Report - MONTHLY FLOW REPORT

	<u>February 2019</u>		<u>Year to Date</u>		
			<u>Total</u>		<u>Average</u>
Total Flow	<u>223,790,909</u>	Gallons	<u>512,838,904</u>	Gallon	xxxxx
Total Flow Bypassed	<u>0</u>	Gallons	<u>12,896,515</u>	Gallon	xxxxx
Days Flow Bypassed	<u>0</u>	Days	<u>5</u>	Days	xxxxx
Total Flow Treated	<u>223,790,909</u>	Gallons	<u>499,942,389</u>	Gallon	xxxxx
Average Minimum	<u>5.4</u>	MGD	xxxxx	xxxxx	<u>5.9</u> MGD
Average Maximum	<u>11.1</u>	MGD	xxxxx	xxxxx	<u>12.6</u> MGD
Average Daily Flow	<u>8.0</u>	MGD	xxxxx	xxxxx	<u>8.5</u> MGD

During the Work Session, the Director of Operations, Christopher Carsia, reported on the wastewater flows for February 2019. He said the total volume of wastewater diverted from all point sources for the month was estimated to be 7.064 million gallons with no diversion of treated

outflow at the treatment plant. He said approximately 0.630 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 223.8 million gallons with approximately 223.8 million gallons being fully treated. He also stated that the average daily flow to the treatment plant for the month was 8.0 MGD, which reduced the year-to-date flow to 8.5 MGD. He said the groundwater and stormwater flow that was removed from the sanitary sewer system due to the completion of the Button Bock CSO Separation Project is now the headwaters of the restored Hazle Creek. He said that he followed the flow down the creek bed for quite a distance and he verified that it eventually flows into the mines that lead to the Jeddo Tunnel. He said it will be included in the report to the state to inform them that this flow does not make it to the Lehigh River, rather it remains in the Susquehanna drainage basin by way of mine tunnels.

Christopher reported that the revenues for February 2019 were \$1,032,408.03, which was an 18.0% increase from the prior year. He said the billing for hauled waste received in February totaled \$174,065.10, which is an increase of 29.4% from the same month in the prior year. He said the hauled waste revenues continue to drive the increase to overall revenues and those revenues are expected to exceed projections by about \$1 million for the 2018-2019 fiscal year. He then reported that the collections rate for hauled waste is about 104% so far this fiscal year and customer collections are approximately 92.8%, which is expected prior to the delinquent collections season.

Christopher then reported that UGI is scheduling to install their new meter set for natural gas at the treatment plant. He said the new concrete meter base will be installed by the Road Crew in the next week so UGI can complete their work during the summer.

Christopher also reported that the forms for the federal and state liquid fuels refunds were filed. He said payment is usually received within a few weeks. He then stated that a check was received from the Worker's Compensation carrier, Lackawanna Insurance, in the amount of \$6,495.00 for a refund of premium resulting from their 2018 payroll audit.

Christopher responded to Board Member Fayock's request from the February 25, 2019 meeting to investigate the per diem payment for attending national conferences. Christopher stated that the Board previously set payment at \$300 per day in 2002 and since that time the national conferences have become more costly to attend, particularly the hotel and meal costs in the major cities. After some discussion, Christopher noted that he spoke with the Authority's Auditor, John Nonnemacher, concerning this issue and he said as long as the remaining per diem money after the Hotel cost is paid remains below the federal rate for that city, there is not a problem. Christopher stated that the 2019 federal per diem rate for meals and incidental expenses in Chicago is \$76 per day, so after paying the hotel cost, an increase to \$325.00 per day would be warranted.

Andy Nowak then reported on flow monitoring throughout the system. He said there are currently 6 meters deployed: three (3) at the Mill Street (Button Bock) drainage basin to quantify flows removed following completion of that project; two (2) in the City of Hazleton - Area 10 to begin investigative work; and one (1) to record flows coming from the City of Hazleton Areas 2A and 2B flowing to the Locust Street Pump Station from the south. Andy then reported that eight (8) manholes were repaired in the City of Hazleton and he met with City and UGI representatives regarding plans to asphalt pave city streets. He said there are several buried manholes that need to be raised throughout the system prior to these roadway projects, which may be difficult for the Road Crew to accomplish in such a short period of time with other Authority projects on the schedule.

Gregory Olander informed the Board of the updated interest payment to PENNVEST for March 2019. He said the payment increased from \$61.98 to \$136.28 for March and the monthly interest payment will be \$284.90 each month thereafter until the Authority receives another reimbursement payment from PENNVEST. He then reported that delinquent processing procedures have begun for this year. He said Section "B" delinquent notices will be mailed to owners on March 27, 2019 and door hangers will be posted on those properties that have still not paid on April 10th and 11th.

Gregory then reported on several maintenance issues being worked on during the month. He said the maintenance department scheduled to have a contractor re-lead the pipe penetrations at the Locust Street Pump Station on March 26, 2019 to stop water from leaking through the wall from the wet well to the dry side of the station where the pumps and motors are located. He said the work requires bypass pumping and it is expected to take about a day to complete. He also reported that the air blower system in the Grit Building had irreparable damage and needed to be replaced with a new blower unit. He said the maintenance department also fabricated a new aluminum hatch in the Sludge Press Room with support beams so it can be removed easily for future access to the basement. He said the old hatch was badly rusted and in need of replacement. He said Authority employees are currently painting the Control Building basement and color coding existing piping to match the pipe colors being installed with the incinerator project. Gregory then noted that there was a seal failure on one of the Primary Sludge Pumps causing damage to the impeller and seal housing, but it was replaced with a spare pump before it incurred major damage. He said the pump was sent for repair, which was quoted at \$6,340.00. He said the pump would be repaired because a new pump was quoted at over \$16,000 in early 2018. He also noted that a control board was replaced on one of the chemical feed pumps for dosing Polyaluminum Chloride. Gregory then reported that PPL energized the new main switchgear for the Incinerator on March 22, 2019. He said the transfer required that section of the treatment plant to operate on generator power for a few hours while the work was being completed. Gregory also noted that he would update the Board on a potential industrial user in executive session.

Gregory reported that he and the Director of Operations were on a conference call with a potential industry that may locate in Humboldt North Industrial Park. He said the call was regarding the Authority's ability to treat the high strength waste generated by the industry. He said there would be no issue treating the waste at flows estimated to be up to 20,000 gallons per day. He said they reviewed the surcharge amounts with the industry's broker and a follow-up meeting was scheduled with Can Do and industry representatives on March 27, 2019 in Humboldt Industrial Park.

George & 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-8, Nay-0, Absent-1

Engineer's Report – During the Work Session, Rachel Govelovich reported 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 PENNVEST Payment Request #3 is being processed and is expected to be submitted in April or May 2019. She stated that the mid-level platform change order request for the construction of the platform was sent to DEP on March 19, 2019 as per the prior approval procedures. Rachel stated that shop drawing submissions and review by her firm is still ongoing. Rachel gave a brief progress report on work performed under the three construction contracts of the Incinerator Project as listed in her Engineer's Report. She then reported that Ronca Payment Estimate #10 in the amount of \$548,100.00 is on the agenda and recommended for Board approval. Rachel reviewed the mid-level platform construction quotation received from Ronca and

their sub-contractor SmitHahn, Inc. She said the construction work is all inclusive and includes materials fabrication, labor, painting, handrails, modification of the ladder cage for mid-level access, increasing the size of two (2) existing columns, and a slightly lower-level and slightly higher-level small platforms to access equipment. She said the engineering design was provided by SmitHahn, Inc. and Gannett Fleming reviewed the proposal and is recommending the change order work for approval. Board Member Sullivan asked if the change would extend the time of the contract. Rachel responded that there is no requested time extension listed on the change order and they do not anticipate extra time being requested due to the platform addition. Rachel noted that the construction conference was held on March 14, 2019.

Rachel also reported that her firm has been providing assistance regarding treatment options for the potential beverage manufacturing customer and a memo was circulated to the Board and management outlining the treatment options. She said treatment of the potential customer would be discussed in executive session during the Work Session along with an update on the Suez delay claim. Rachel also reported that the following annual reports were being prepared for submission to the federal and state regulators prior to their respective deadlines: Chapter 94 Wasteload Management Report, Combined Sewer Overflow Report, Biosolids/Sludge Report, and Industrial Pretreatment Report.

Robert Dougherty reported that contractor submittals were approved for precast structures and materials for the West Hazleton Area #2 Stormwater Separation Project, which is now scheduled to begin on April 22, 2019. He said three (3) easements were needed for the project and two (2) of them have been signed and he is waiting for the other one to be returned by the property owner.

Robert then reported on the relocation of the Authority's 10-inch sewer line on Jaycee Drive to remove it from the bridge abutment near the entrance to the treatment plant. He said that he is still waiting for survey information so the profile and plan view can be completed.

Robert then stated that they are flow monitoring three (3) locations for the Mill Street Diversion Chamber closure to quantify the amount of flow removed due to the completion of the Button Bock CSO Separation Project. He said two (2) flow meters are deployed on 22nd Street and Vine Street as part of the investigative work for the Area 10 Project in the City of Hazleton. He said one (1) flow meter is recording flow to the Locust Street Pump Station from the south line, which conveys flows from Areas 2A and 2B in the City of Hazleton.

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

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

Solicitor's Report – In addition to what was reported in executive session, Attorney Ustynoski requested the Board move to executive session to discuss a legal issue.

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

BILLS AND CREDITS

Gallagher & George moved to approve payment of Gannett Fleming, Inc. invoices and requisitions from February 2, 2019 through March 1, 2019, totaling \$13,325.55 as listed in the following table:

<u>Requisition#</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
Operating Fund	051153.A*70743	Annual Service Work	\$ 2,658.23
Operating Fund	051153.B*70745	Attending Authority Meetings	\$ 809.33
Operating Fund	051153.C*70746	Chapter 94 Report	\$ 1,221.53
Operating Fund	051153.D*70747	Industrial Pretreatment Program	\$ 542.90
Operating Fund	051153.E*70748	CSO Work	\$ 271.45
Operating Fund	051153.AG*70744	Financing & Grants	\$ 686.25
Operating Fund	051153.03*70742	Hillwood Development (11/24/18 -3/1/19)	\$ 7,135.86
Total			\$ 13,325.55

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

Gallagher & George moved to approve payment of Gannett Fleming, Inc. Invoice #048847.C0*70752, in the amount of \$28,075.29, from February 2, 2019 through March 1, 2019 for the following Incinerator Project items: PENNVEST Administration (\$1,082.75), Air Permitting during Construction (\$1,341.70), Construction Administration (\$11,719.34), and Resident Observation (\$13,931.50).

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

Gallagher & Sullivan moved to approve Requisition #C191, payment to Michael F Ronca & Sons, Inc., totaling \$548,100.00 for Payment Estimate #10 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 #6 (-\$19,427.99) for a total contract of \$10,857,572.01. The total of payments made to date including this payment is \$4,168,305.25, which leaves a balance of \$6,689,266.76.

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

Gallagher & George moved to approve Requisition #C192, payment to 360water, Inc., totaling \$7,500.00, for payment #1 for the development and hosting of interactive online training modules for the Fluidized Bed Incinerator. Original Contract price was \$148,000.00. Total of payments made to date including this payment is \$7,500.00, which leaves a balance of \$140,500.00.

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

Gallagher & George moved to approve payment from the Operating Fund in the amount of \$1,227,500.68 for Operating and Administrative Expenses (\$477,795.89); Construction in Progress (\$46,876.29); Transfers to Other Authority Accounts (\$181,665.00); Debt Service Series 2012-A Bond (\$164,500.00); Debt Service Series 2012-B Bond (\$171,500.00); Debt Service Series 2018 Bond (\$8,998.63); Interest Expense Pennvest Loan #27906 (\$61.98); Debt Service Pennvest Loan #27769 (\$172,675.90); and Debt Service Pennvest Loan #58103 (\$3,426.99) from the month of February 2019.

Roll Call: Ammon-no*, Fayock-absent, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-yes, Zola-no (Passed 6-2-1)

**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 & Grink moved to approve issued credits totaling \$1,591.26 from the month of February 2019.

Roll Call: Ammon-yes, Fayock-absent, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-yes, Zola-yes (Passed 8-0-1)

NEW BUSINESS

Gallagher & George moved to approve Change Order #7 of the Incinerator Installation Project - Contract One (General Construction) as recommended by the engineer, in the amount of \$173,775.00 for fabrication and installation of a mezzanine platform around the incinerator.

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

Gallagher & George moved to increase the national conference and seminar per diem expense rate from \$300.00 per day to \$325.00 per day effective March 25, 2019 following discussions with the Authority's Auditor.

Roll Call: Ammon-yes, Fayock-absent, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-yes, Zola-yes (Passed 8-0-1)

Chairman Sherrock stated that during the committee appointments at the February 25, 2019 meeting, he made an error with the Hiring Committee appointments. He clarified that Board Member Zola is a regular committee member and Board Member George is an alternate for that committee. He said the Hiring Committee is as follows:

Hiring Committee: Grink, Milot, Zola, George (alternate)

Milot & Gallagher moved to adjourn.

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

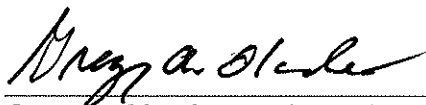
The regular meeting was adjourned at 6:46 PM

The next scheduled Work Session will be Wednesday, April 24, 2019 at 6:30 PM

The next scheduled Regular Monthly Meeting will be Monday, April 29, 2019 at 6:30 PM

Respectfully submitted,

Greater Hazleton Joint Sewer Authority



Gregory Olander, Assistant Secretary