

The April 29, 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.

April 24, 2019 Work Session Roll Call:

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

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	

April 29, 2019 Regular Meeting Roll Call:

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

Also in Attendance during Regular Meeting:

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

**Board Member Fayock entered the meeting at 6:34 following approval of the Director of Operations report

PUBLIC COMMENT

There was no public comment.

Milot & Gallagher moved to approve the minutes of the March 25, 2019 Regular Monthly Meeting. Passed: Aye-7, Nay-0, Absent-2

Director of Operations Report - MONTHLY FLOW REPORT

	<u>March 2019</u>		<u>Year to Date</u>		
			<u>Total</u>	<u>Average</u>	
Total Flow	<u>296,477,020</u>	Gallons	<u>809,315,924</u>	Gallon	xxxxx
Total Flow Bypassed	<u>23,012,950</u>	Gallons	<u>35,909,465</u>	Gallon	xxxxx
Days Flow Bypassed	<u>4</u>	Days	<u>9</u>	Days	xxxxx
Total Flow Treated	<u>273,464,070</u>	Gallons	<u>773,406,459</u>	Gallon	xxxxx
Average Minimum	<u>6.3</u>	MGD	xxxxx	xxxxx	<u>6.0</u> MGD
Average Maximum	<u>13.1</u>	MGD	xxxxx	xxxxx	<u>12.7</u> MGD
Average Daily Flow	<u>8.8</u>	MGD	xxxxx	xxxxx	<u>8.6</u> MGD

During the Work Session, the Director of Operations, Christopher Carsia, reported on the wastewater flows for March 2019. He said the total volume of wastewater diverted from all point sources for the month was estimated to be 37.097 million gallons with 23.013 million gallons of treated outflow diverted at the treatment plant. He said approximately 1.255 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 296.5 million gallons with approximately 273.4 million gallons being treated. He also stated that the average daily flow to the treatment plant for the month was 8.8 MGD, which increased the year-to-date flow to 8.6 MGD. He said most of the diverted flow occurred on March 21st due to the heavy rains that day. He said a Hazle Township resident contacted DEP due to discoloration of Hazle Creek and the Authority's Environmental Manager, Laura Motel responded along with a DEP representative. He said the source of the discoloration is being investigated and there will be increased surveillance in the receiving water areas to try to determine the source.

Christopher reported that the revenues for March 2019 were \$1,050,223.00, which was a 5.5% increase from the prior year. He said the billing for hauled waste received in March totaled \$194,547.08, which is an increase of 31.5% 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 100.8% so far this fiscal year and customer collections increased to approximately 93.78%. Board Member Ammon asked if the hauled waste rates were ever set by the Board. Christopher responded that a draft of the proposed hauled waste rate structure was given to the Board several months ago, but it was never acted on formally. Ammon stated that the hauled waste rates should be adopted by the Board in case a hauler questions parity in the billing rates. The Board agreed and Gregory Olander stated that a resolution would be drafted for Board approval of a hauled waste rate structure. Board Member Zola asked for a report of some kind that shows the income being generated by the hauled waste to make sure the hauled waste revenues are enough to cover expenses.

Christopher then reported that he called a representative at UGI and left a message concerning installation of their new meter set for natural gas at the treatment plant that is expected for June of this year. He said the original estimate for installation was up to \$15,000, but so far an invoice was received by the Authority for only \$1,766.00. He said that he also requested a specification for a new ball valve to shut-off natural gas flow into the control building near the existing regulator at the rear of the building. He then informed the Board that a meeting was held on April 29, 2019 with a UGI Energy Services representative (the Authority's current natural gas supplier) to discuss the Authority's new rate once the incinerator is operational. He said the representative said that she would reach out to UGI's engineering department to get the valve specification and a final cost for installation of the meter set (if any).

Christopher also reported that he spoke with Senator Yudichak's Chief of Staff, Mark Grochocki, concerning funding for the bridge replacement project on Jaycee Drive. He said Mr. Grochocki noted that grant funding for the project was not sufficient to relocate the sewer line and the other utility lines that currently pass through the shifted bridge abutment. Christopher said that he informed Mr. Grochocki that the Authority intends to relocate the 10-inch sewer line using Authority staff, so that part of the project will not need grant funding.

Chairman Sherrock then read a letter that was received from the Hazle Township Supervisors stating that the Township is interested in submitting a bid for the purchase of the Authority's existing Vac Truck when the Authority decides to sell it.

Andy Nowak then reported on a sewer main backup in the old Red Cross building on State Route 93. He said a damage claim was submitted to the Authority's insurance carrier. Andy stated that the line was televised and it showed two damaged areas that may have contributed to the problem. He

said there were two breaks in the terra cotta (clay) pipe between manholes in front of the building. He said the line is only 5 feet deep, but the location is near the edge of a state highway, which is problematic to repair quickly. He said there is flow currently getting through the line, but the Authority is waiting for PennDOT to grant approval to excavate the proposed worksite area. Andy also reported that a repair was made to a main line on Chrismark Drive in the Stacie Manor area and an additional ten (10) manholes were repaired and raised to grade in the City of Hazleton over the past month.

Gregory Olander then informed the Board that a check in the amount of \$80,430.52 was received from the Pennsylvania Municipal Health Insurance Cooperative (PMHIC) that represents 75% payment of the surplus distribution for 2018. He said 2018 was another good year and the decision to join the PMHIC has paid off so far with the Authority cumulatively receiving over \$200,000 for the past two years of claims. He then reported that delinquent processing procedures are ongoing with Section "C" delinquent notices being mailed to owners on April 30, 2019 and door hangers being posted on those properties on May 8th and 9th. He said the water shutoffs for Section "B" are scheduled to begin the week of May 14th.

Gregory then reported on several maintenance issues being worked on during the month. He said the re-leading of pipe penetrations from the wet well to the dry-well were successfully completed at the Locust Street Pump Station on March 26, 2019. He said two of the three penetrations were completed and it was not necessary to work on the third pipe because it was not leaking. He then reported that a contractor is scheduled to complete re-leading of two leaking pipe penetrations at the Gashouse Pump Station in May. He said it is necessary to rent a larger portable bypass pump to perform the work, which also entails the Road Crew cleaning the wet well of grease and debris and the maintenance department installing a pump with a new seal during the evening hours when flow is lower. He also reported that Rotary Press #3 was removed by the maintenance department personnel and other plant staff. He said the press is being stored in the Fluo-Solids Office until it is time to install the press in place of Rotary Press #1 sometime next year. He said the conveyor from press #3 has been removed and sent back to the manufacturer to be modified to accept dewatered sludge from the centrifuge. He said the maintenance department also fabricated a new, robust dual sump pump system in the Primary Pump Station. He said the upgrade was necessary because of the large volume of groundwater flow coming from an underground spring in addition to the seal flush water being used for the main sewage pumps. Gregory then noted that the wastewater chemical bids and ultra-low sulfur diesel bid would be advertised with a June 24, 2019 bid opening.

Chairman Sherrock asked that the Building & Grounds Committee to schedule a meeting in the near future to review items at the treatment plant needing repair or upgrade. He also asked that the committee re-open dialogue with the owner of the property in front of the treatment plant for possible purchase of the land.

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.

Roll Call: Ammon-yes, Fayock-absent, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-yes, Zola-absent (Passed 7-0-2)

**Board Member Fayock entered the regular meeting at this time.*

Engineer's Report – During the Work Session, Rachel Govelovich reported that there has still 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 May 2019. She stated that the mid-level platform change order request for prior approval of the construction of the platform was reviewed and approved by DEP and PENNVEST and DEP approved a few of the change orders that were submitted previously. Rachel reported that shop drawing submissions and their 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 #11 in the amount of \$751,173.06 and Master Mechanical Payment Estimate #4 in the amount of \$8,775.00 are on the agenda and recommended for Board approval. Rachel presented a change order under the Incinerator Electrical Contract for relocation of communications conduit and wiring under the concrete slab in the Secondary Pumping Station. She reported that during the removal of old concrete bases to install the new connection to the 10-inch plant water main below the concrete slab, communications conduit lines from the 1960's were encountered and severed. She stated that the conduit and wires provide communication to WAS and RAS pumps and the sump pump on the opposite side of the room from the plant water system. She said the electrical contractor provided a cost of \$3,360.00 for materials and labor to run new conduit and wires along the wall and ceiling to provide communication to the affected pumps using existing junction boxes that were installed during the last WWTP Upgrade Project. She recommended the Board approve this work as Change Order #3 of the Electrical Contract in order to continue the work installing the Plant Water System. Rachel also reported that a construction job conference was held on April 11, 2019 and the next meeting is scheduled for May 9, 2019.

Rachel also reported that her firm completed a planning level evaluation of treatment options for the potential beverage manufacturing customer in Hazleton City and a memo was circulated to the Board and management outlining the treatment options. Rachel also reported that the following annual reports were submitted 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. *The Board entered executive session during the Work Session Engineer's Report to discuss legal issues related to the Suez delay claim on the Incinerator Project.*

Robert Dougherty reported that a meeting was held on April 26, 2019 with the contractor, utilities, and Borough representatives for the West Hazleton Area #2 Stormwater Separation Project. He said a major topic of discussion was the flow of truck traffic to the Harry's U-Pull It auto salvage business. He said the truck traffic would be re-routed around streets as they were being excavated; however, the HASD requested the streets near the West Hazleton School not be used until after the school year ends. He said an email group would be set-up to provide weekly updates regarding road closures. He also stated that trenches would be opened for about 50 feet at a time to allow for plating of the trench(s) for trucks traffic if needed.

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 from the JTB Engineering firm so the profile and plan view can be completed.

Robert then stated that flow monitoring continues at the three (3) locations for the Mill Street Diversion Chamber closure, two (2) locations near 22nd Street and Vine Street as part of the investigative work for the Area 10 Project in the City of Hazleton, and one (1) location conveying flow to the Locust Street Pump Station from Areas 2A and 2B in the City of Hazleton.

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

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

Solicitor's Report – In addition to what was reported in executive session during the Work Session, Attorney Ustynoski reported that he reviewed a return to work notice for the Authority employee that was on Worker's Compensation. He said the treating physician's release allows the employee to return to work with no restrictions.

Gallagher & George 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 March 2, 2019 through March 29, 2019, totaling \$8,654.92 as listed in the following table:

<u>Requisition#</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
Operating Fund	051153.A*73126	Annual Service Work	\$ 2,787.70
Operating Fund	051153.B*73127	Attending Authority Meetings	\$ 561.90
Operating Fund	051153.C*73128	Chapter 94 Report	\$ 1,302.54
Operating Fund	051153.D*73129	Industrial Pretreatment Program	\$ 1,293.44
Operating Fund	051153.E*73130	CSO Work	\$ 910.75
Operating Fund	051153.03*73125	Hillwood Development	\$ 1,798.59
Total			\$ 8,654.92

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

Gallagher & George moved to approve payment of Gannett Fleming, Inc. Invoice #048847.CO*73149, in the amount of \$55,596.95, from professional services rendered through March 29, 2019 relative to the following Incinerator Project items: PENNVEST Administration (\$1,784.80), Air Permitting during Construction (\$6,102.46), Construction Administration (\$31,488.73), and Resident Observation (\$16,220.96).

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

Gallagher & Grink moved to approve Requisition #C193, payment to Michael F Ronca & Sons, Inc., totaling \$751,173.06 for Payment Estimate #11 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 #7 (\$154,347.01) for a total contract of \$11,031,347.01. The total of payments made to date including this payment is \$4,919,478.31, which leaves a balance of \$6,111,868.70.

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

Gallagher & Milot moved to approve Requisition #C194, payment to Master Mechanical Corporation, totaling \$8,775.00, for Payment Estimate #4 of the Incinerator Installation Project - Contract Two (Mechanical) as recommended by the Engineer. The original contract price was

\$123,500.00. The total of payments made to date including this payment is \$58,495.50, which leaves a balance of \$49,720.50.

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

Gallagher & George moved to approve payment from the Operating Fund in the amount of \$1,415,517.66 for Operating and Administrative Expenses (\$642,240.24); Construction in Progress (\$32,439.62); Transfers to Other Authority Accounts (\$555,600.00); Debt Service Series 2018 Bond (\$8,998.63); Interest Expense Pennvest Loan #27906 (\$136.28); Debt Service Pennvest Loan #27769 (\$172,675.90); and Debt Service Pennvest Loan #58103 (\$3,426.99) from the month of March 2019.

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

**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 & Sullivan moved to approve issued credits totaling \$1,107.57 from the month of March 2019.

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

NEW BUSINESS

Gallagher & George moved to approve advertisement of bids for Wastewater Chemicals and Ultra Low Sulfur Diesel Fuel for the 2019-2010 fiscal year with a bid opening scheduled for the June 24, 2019 regular monthly meeting.

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

Gallagher & Grink moved to adopt Resolution 001 of 2019, which sets rates and charges for treatment and disposal of liquid waste transported to the Authority's wastewater treatment plant via tanker truck.

On the Question: Board Member Ammon asked the Solicitor if he had any problem with this resolution being passed. Attorney Ustynoski responded that he had no issue with the resolution as presented.

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

Gallagher & George moved to approve Change Order #3 of the Incinerator Installation Project Contract – Contract 3 (Electrical) in the amount of \$3,360.00, for materials and labor to re-route control conduits from below the concrete slab to overhead for existing pumps in the Secondary Pump Station.

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

Board Member Fayock requested that RJD Engineering, Inc. begin providing written Engineer's Reports to the Board for each monthly meeting.

Milot & Gallagher moved to adjourn.

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

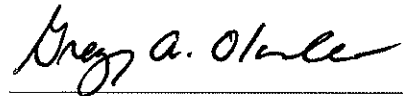
The regular meeting was adjourned at 6:46 PM

The next scheduled Work Session will be Wednesday, May 15, 2019 at 6:30 PM

The next scheduled Regular Monthly Meeting will be Monday, May 20, 2019 at 6:30 PM

Respectfully submitted,

Greater Hazleton Joint Sewer Authority



Gregory Olander, Assistant Secretary