

The October 28, 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.

October 23, 2019 Work Session Roll Call:

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

Also in Attendance during Work Session:

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

October 28, 2019 Regular Meeting Roll Call:

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Also in Attendance during Regular Meeting:

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

PUBLIC COMMENT

There was no public comment.

Gallagher & Milot moved to approve the minutes of the August 28, 2019 Special Meeting. Passed: Aye-9, Nay-0, Absent-0

Milot & Zola moved to approve the minutes of the September 16, 2019 Regular Monthly Meeting. Passed: Aye-9, Nay-0, Absent-0

OPENING OF BIDS FOR SALE OF A 2014 VAC-CON MODEL 312E VAC TRUCK

BIDDERS NAME	TOTAL
City of Hazleton	\$151,599.00
Township of Hazle	\$162,000.00

Gallagher & Grink moved to award the sale of the 2014 Vac-Con Model 312E Vac Truck to the highest bidder, Township of Hazle, for a bid price in the amount of \$162,000.00.

Roll Call: Ammon-no, Fayock-yes, Gallagher-yes, George-no, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-no, Zola-yes (Passed 6-3-0)

Director of Operations Report - MONTHLY FLOW REPORT

	<u>September 2019</u>		<u>Year to Date</u>		
			<u>Total</u>		<u>Average</u>
Total Flow	147,906,296	Gallons	2,340,482,731	Gallon	xxxxx
Total Flow Bypassed	1,905,088	Gallons	134,187,257	Gallon	xxxxx
Days Flow Bypassed	2	Days	46	Days	xxxxx
Total Flow Treated	146,001,208	Gallons	2,206,295,474	Gallon	xxxxx
Average Minimum	2.7	MGD	xxxxx	xxxxx	5.8 MGD
Average Maximum	9.0	MGD	xxxxx	xxxxx	14.0 MGD
Average Daily Flow	4.9	MGD	xxxxx	xxxxx	8.1 MGD

During the Work Session, the Director of Administration, Gregory Olander, reported on the wastewater flows for September 2019. He said the total volume of wastewater diverted from all point sources for the month was estimated to be 25.782 million gallons with 1.905 million gallons of treated outflow diverted at the treatment plant. He said approximately 1.862 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 147.9 million gallons with approximately 146 million gallons being treated. He also stated that the average daily flow to the treatment plant for the month was 4.9 MGD, which decreased the year-to-date flow to 8.1 MGD.

Gregory reported that the revenues for September 2019 were \$1,055,795.91, which was a 9.0% increase from the prior year. He said the billing for hauled waste received in September totaled \$179,302.48, which is a decrease of 18.7% from the same month in the prior year.

Gregory reported that the bid specifications were being developed for the new fault tolerant SCADA server and upgrade/purchase of Wonderware software to a version that can be used with newer hardware under Option B of the “Wonderware Server Failure Analysis Report”. He said the agenda contains approval for the advertisement of bid specifications. He also stated that a better price was received for purchase of the workstations through the Authority’s IT Vendor because they can be purchased through the State’s COSTARS purchasing program. He said the workstations and monitors would not be in the bid because they would be purchased directly under COSTARS pricing. He said the HP workstations specs were reviewed and approved by the Gannett Fleming IT Engineer working on the server bid specifications.

Gregory then reported that he received the healthcare renewal premium through Pennsylvania Municipal Health Insurance Cooperative (PMHIC). He said the Authority will be seeing a 4.8% reduction in premiums for 2020 due to favorable group claims usage again this year. He said the average PMHIC renewal rate was an increase of 5.4%. He also said the Authority would be realizing another refund check due to a surplus claims fund again this year. He then reported that the 20-month contract with UGI for purchase of natural gas was executed on September 30, 2019 at the rate of \$3.224 per dekatherm. He said John Nonnemacher would be at the November work session to present the financial statement audit for fiscal year ending 2019. He informed the Board that PENNVEST Payment #5 in the amount of \$2,095,105.26 was received on October 18, 2019 and the interest only payment to PENNVEST would be \$1,085.19 for the November 1, 2019 payment and \$1,295.43 each month thereafter until another loan disbursement is made to the Authority.

Gregory reported that approval of the purchase of two (2) final clarifier mechanisms and two (2) gravity thickener mechanisms through COSTARS is on the agenda for Board consideration. He said

the installation specifications are being worked on by Gannett Fleming along with the other repair work at the treatment plant as outlined by the Building & Grounds Committee. He said there is a 30 week lead time for the clarifiers, which is why he is requesting the Board authorize purchase while the installation specs are being finalized.

Gregory then stated that several additional cyber-security measures were put in-place since the last Board meeting. He said backup protocol was enhanced and the firewall security device was upgraded along with other components. He said there are seven (7) workstations running Windows 7, which will be replaced before the end of the year to keep the security up to date on the PCs due to Windows 7 EOL. He said other measures were being looked at to enhance security as well.

Gregory also reported that he met with representatives at Waste Management (WM) regarding the hauling contract, which expires at the end of calendar year 2019. He said the contract contains an option for a one year extension, which WM agreed to honor at the same hauling price of \$306.00 per load (M-F) even though the volume of hauling will decrease due to the transition from sludge to fly-ash. Gregory also reported that the tipping fee for disposal of sewage sludge at Alliance Landfill would be increasing from \$42.50 per ton to \$55.00 per ton beginning January 1, 2020; however, the price for disposal of fly-ash may be lower. He said WM would be providing a price for disposal of fly-ash at Alliance Landfill. He said the majority of sewage sludge would need to go to the other two (2) landfills where the Authority's sludge is approved because the price per ton should be lower. He said that the other landfills usually send their pricing before the beginning of the year so he will let the Board know when pricing is received. Gregory stated that approval of fly-ash disposal at each of the three (3) approved landfills is being initiated. He said a Form U would be completed and the required sample parameters would be tested once flyash is being produced through the incinerator. He said the Authority may need to store fly-ash for a period of time until approval is received from the landfills. There was additional discussion during the work session of issuing a hauling Request for Proposal (RFP) to see if the Authority could get a better hauling price. During the regular meeting, Gregory stated that he created a RFP and put the approval on the agenda; however, there were several problems with issuing a RFP this year. He said the incinerator startup and transition to fly-ash is not known, so the amount of fly-ash to sludge being hauled is a guess at this point. He said there will be a significant reduction in the volume of waste material being hauled from current levels so he expects the hauling price to increase from the 2019 price. After additional discussion, **Gallagher & Grink** moved to approve a one (1) year extension with Waste Management for hauling of sludge and fly-ash at the same price of \$306.00 per load on weekdays and \$346.00 per load on Saturdays with the 90-day escape clause language intact.

Roll Call: Ammon-yes, Fayock-yes, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-yes, Zola-no (Passed 8-1-0)

Gregory then reported that the H2O Grant application was being worked on for a project to separate combined sewers in the Locust Street Pump Station drainage basin. He said Robert Dougherty was working on the project description, mapping, and engineer's estimate and he and Rachel would be putting together the application packet for submission before the December 13, 2019 deadline. He said a resolution of the Board would be needed, but it could be approved at the November meeting. Gregory then reported on a meeting that was held with the developer of Hazleton Logistics Park in Hazleton City and representatives at DEP. He said the meeting was regarding the Authority's letter to DEP requesting additional EDUs for a potential industry that has high wastewater volume requirements. He said DEP agreed to issue the developer 440,000 gallons of flow specifically for that parcel of land being developed provided the developer sends a planning module to DEP requesting that amount. Gregory said this is a noteworthy accomplishment for the Authority to be allocated this additional flow. He said the DEP representative stated during the meeting that it was because of the

continued work the Authority is doing in the collection system to remove excess flows since the acquired the collection system in 2013 and he specifically mentioned the recently completed Button Bock CSO Sewer Separation Project as a milestone accomplishment.

Andy Nowak then reported on the Jaycee Drive Sewer Line Relocation Project that is being undertaken due to the movement in the bridge abutment where a sewer main is currently located. He said the Road Crew installed approximately 600 feet of pipe so far only working part time on the project. He said one section was replaced at the Henkel facility driveway to raise the invert elevation in the manhole from 14 feet to 7 feet. He said, weather permitting, they would be crossing Jaycee Drive on the weekend. He then reported that the contractor for the West Hazleton Area 2 Stormwater Separation Project, Wexcon, Inc. is 99% complete with the project with only pavement touch-up work remaining.

Gallagher & Sullivan 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-yes, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-yes, Zola-yes (Passed 9-0-0)

Engineer's Report – During the Work Session, Rachel Govelovich distributed a written Engineer's Report and stated 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 #5 was submitted to PENNVEST and payment in the amount of \$2,095,105.26 was received on October 18, 2019. She then reported that Change Order #10 from Ronca for the addition of a GAC Quench System was submitted to PENNVEST and DEP for prior approval as required. She also stated that SUEZ Change Order #8 the amount of \$77,752.50 for the delay claim is on the agenda and recommended for approval. She then reported on construction progress and said a zero cost change order was being submitted by Ronca requesting a time extension of 136 days resulting in a change of the substantial completion date from September 1, 2019 to January 15, 2020 and a change of the final completion date from December 1, 2019 to April 15, 2020. She said the centrifuge delivery delay and the addition of a mid-level platform was a major factor contributing to the delay. She said the mechanical /HVAC contract was nearly complete and that contract may be closed out prior to the general and electrical contracts. She also reported that Change Order #4 of the Electrical Contract in the amount of \$3,107.00 for stack grounding is on the agenda and recommended for approval. She then reported that Ronca's Payment Estimate #17 in the amount of \$472,720.00 and Master Mechanical Payment Estimate #7 in the amount of \$17,280.00 are on the agenda and recommended for Board approval. She also stated that an incinerator job conference was held on October 10, 2019.

Rachel then reported that Gannett Fleming confirmed that some of the required computer components, such as the workstations and monitors, for the SCADA hardware/software upgrade can be purchased through the state's COSTARS Program. She said the main fault tolerant server was not available through COSTARS so bid specifications are being developed for the hardware purchase, programming, and installation of software and licenses. She also reported that a grant application through the Commonwealth Financing Authority (CFA) is being worked on for submission prior to the December 13, 2019 deadline as detailed in the Director of Operations Report.

Robert Dougherty provided a written report to the Board. He stated that the West Hazleton Area #2 Stormwater Separation Project is substantially complete. He said the stormwater inlets needed to be cleaned and some pavement restoration needs to be finished due to complaints by a few residents about their driveway access. He reported that there would be one (1) remaining request for final payment at the next Board meeting, which will include a net deduct or compensating change order in the amount

of \$8,529.29 as outlined in the written engineer’s report. He said the final project cost is \$720,310.61. He then reported that the roof drain removal phase of the separation project will start-up again now that construction is complete. He said 81 of the 189 identified roof drains have been disconnected in the area to date. Robert then stated that flow monitoring continues at the three (3) locations for the Mill Street Diversion Chamber closure and one (1) location conveying flow to the Locust Street Pump Station from Areas 2A and 2B in the City of Hazleton.

Gallagher & Sullivan moved to accept the Engineer’s report. Passed: Aye-9, Nay-0, Absent-0

Solicitor’s Report – Attorney Ustynoski reported that in addition to what he reported in executive session during the Work Session, he asked for direction from the Board relative to Bond Counsel for the Bond refinance discussed as item #19 on the agenda. He asked if he should get an engagement letter from Attorney Carron, who worked on the Authority’s other Bond issues as well as PENNVEST closings and regionalization.

Gallagher & Grink moved to accept the Solicitor’s report. Passed: Aye-9, Nay-0, Absent-0

BILLS AND CREDITS

George & Gallagher moved to approve payment of Gannett Fleming, Inc. invoices and requisitions from August 31, 2019 through September 27, 2019, totaling \$4,029.90 as listed in the following table:

<u>Requisition#</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
Operating Fund	051153.A*83371	Annual Service Work	\$ 2,537.60
Operating Fund	051153.B*83373	Attending Authority Meetings	\$ 654.70
Operating Fund	051153.D*83374	Pretreatment Program	\$ 135.73
Operating Fund	051153.AJ*83372	Wastewater Capacity Issues	\$ 384.67
Operating Fund	051153.03*83370	Industrial User Potential Service	\$ 317.20
Total			\$ 4,029.90

Roll Call: Ammon-yes, Fayock-yes, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-yes, Zola-no (Passed 8-1-0)

Gallagher & George moved to approve payment of Gannett Fleming, Inc. Invoice #048847.C0*83369, in the amount of \$33,804.10, from professional services rendered through September 27, 2019 relative to the following Incinerator Project items: PENNVEST Administration (\$1,985.66), Air Permitting during Construction (\$2,494.54), Construction Administration (\$8,834.08), and Resident Observation (\$20,489.82).

Roll Call: Ammon-yes, Fayock-yes, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-yes, Zola-no (Passed 8-1-0)

Gallagher & George moved to approve Requisition #C206, payment to Michael F Ronca & Sons, Inc., totaling \$472,720.00 for Payment Estimate #17 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 #10 (\$317,105.89) for a total contract of \$11,194,105.89. The total of payments made to date including this payment is \$9,096,212.97 which leaves a balance of \$2,097,892.92.

Roll Call: Ammon-yes, Fayock-yes, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-yes, Zola-no (Passed 8-1-0)

Gallagher & George moved to approve Requisition #C207, payment to Master Mechanical Corporation, totaling \$17,280.00 for Payment Estimate #7 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 \$110,070.00, which leaves a balance of \$13,430.00.

Roll Call: Ammon-yes, Fayock-yes, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-yes, Zola-no (Passed 8-1-0)

Gallagher & George moved to approve Requisition #C208, payment to Wexcon, Inc., totaling \$164,331.00 for Payment Estimates #4 and #5 of the West Hazleton Sewer Separation Project (Area 2) as recommended by the Engineer. The original contract price was \$728,840.00. The total of payments made to date including this payment is \$649,187.25, which leaves a balance of \$79,652.75.

Roll Call: Ammon-yes, Fayock-yes, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-yes, Zola-yes (Passed 9-0-0)

Sullivan & Gallagher moved to authorize payment from the Operating Fund for Operating and Administrative Expenses (\$569,088.19); Construction in Progress (\$85,195.03); Transfer to Other Authority Accounts (\$772,472.05); Debt Service - Series 2018 Bond - BB&T (\$8,998.63); Interest Expense Pennvest Loan #27906 (\$913.96); Debt Service Pennvest Loan #27769 (\$172,675.90); and Debt Service Pennvest Loan #58103 (\$3,426.99) from the month of September 2019.

Roll Call: Ammon-no*, Fayock-yes, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-yes, Zola-yes (Passed 8-1-0)

**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 \$5,345.81 from the month of September 2019.

Roll Call: Ammon-yes, Fayock-yes, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-yes, Zola-yes (Passed 9-0-0)

NEW BUSINESS

Gallagher & Sullivan moved to approve Change Order #11 of the Incinerator Installation Project - Contract One (General Construction) as recommended by the Engineer. This is a no cost change order to memorialize a contract time extension of 136 days.

Roll Call: Ammon-yes, Fayock-yes, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-yes, Zola-no (Passed 8-1-0)

Gallagher & Sullivan moved to approve Change Order #4 of the Incinerator Installation Project - Contract Three (Electrical) as recommended by the Engineer, in the amount of \$3,107.00 for labor, equipment, and materials to provide adequate grounding to the incinerator stack located in the building addition.

Roll Call: Ammon-yes, Fayock-yes, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-yes, Zola-no (Passed 8-1-0)

Gallagher & Grink moved to approve Change Order #8 of the Incinerator Procurement Contract with SUEZ in the amount of \$77,752.50 for delay costs due to a change in the anticipated start date of May 2015 to the actual start date of May 2018 as reviewed and approved by the engineer.

Roll Call: Ammon-yes, Fayock-yes, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-yes, Zola-no (Passed 8-1-0)

George & Grink moved to approve the engagement of Concord Public Finance with representation by Christopher Gibbons to represent the Authority in refinancing the Series of 2012-A and Series of 2012-B Bonds for a cost of \$26,500, plus an amount not to exceed \$4,000 for coordination and printing of Preliminary and Final Official Statements.

Roll Call: Ammon-no, Fayock-yes, Gallagher-no, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-yes, Zola-no (Passed 6-3-0)

Relative to the discussion during the Solicitor's Report, **George & Grink** moved to request an engagement letter from the Authority's Bond Counsel, Eckert Seamans, with representation by Attorney Jennifer Caron for refinancing of the Series of 2012-A and Series of 2012-B Bonds.

Roll Call: Ammon-no, Fayock-yes, Gallagher-no, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-yes, Zola-no (Passed 6-3-0)

George & Sullivan moved to authorize advertisement of bid specifications for upgrade of the Wastewater Treatment Plant SCADA hardware and software outlined in Option B of the Wonderware Server Failure Analysis Report dated July 17, 2019 including purchase and configuration of a new fault tolerant server, installation of updated Wonderware software on servers and workstations, and integration of server monitoring system alarms into the HMI.

Roll Call: Ammon-yes, Fayock-yes, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-yes, Zola-yes (Passed 9-0-0)

Gallagher & Sullivan moved to approve the purchase of two (2) WesTech Engineering, Inc. Final Clarifier Mechanisms (Model COPC1G) and two (2) WesTech Engineering, Inc. Gravity Thickener Mechanisms (Model THS10B) under the PA State COSTARS Program through Geiger Pump and Equipment Co. Supplier #016-150 for the purchase price of \$677,000.00 as outlined in the Proposal #1960381x3 conditioned upon Solicitor review and approval of the terms and conditions.

Roll Call: Ammon-yes, Fayock-yes, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-yes, Zola-yes (Passed 9-0-0)

Fayock & Sullivan moved to table the advertisement requesting proposals for Sludge, Grit and Fly-Ash Hauling for Calendar Year 2020 with Request for Proposals (RFPs) due to be submitted at the Authority's offices by 4:00 PM on Monday, November 25, 2019 with a bid opening scheduled for 6:30 PM the same day.

Roll Call: Ammon-yes, Fayock-yes, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-yes, Zola-yes (Passed 9-0-0)

Milot & Gallagher moved to adjourn.

Passed: Aye-9, Nay-0, Absent-0

The regular meeting was adjourned at 7:06 PM

The next scheduled Work Session will be Wednesday, November 20, 2019 at 6:30 PM

The next scheduled Regular Monthly Meeting will be Monday, November 25, 2019 at 6:30 PM

Respectfully submitted,

Greater Hazleton Joint Sewer Authority



Gregory Olander, Assistant Secretary