

The December 23, 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.

December 18, 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:

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

December 23, 2019 Regular Meeting Roll Call:

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

Also in Attendance during Regular Meeting:

Gregory Olander – Director of Administration	Andy Nowak – Field Operations Manager
Robert Dougherty, P.E. – RJD Engineering	Attorney Joseph D. Ustynoski – Solicitor

* via Telephone

**Board Member Ammon entered the meeting before the motion to approve issued credits

PUBLIC COMMENT

There was no public comment.

Gallagher & Milot moved to approve the minutes of the November 20, 2019 Pension Meeting.

Passed: Aye-6, Nay-0, Absent-3

Gallagher & Grink moved to approve the minutes of the November 25, 2019 Regular Monthly Meeting.

Passed: Aye-6, Nay-0, Absent-3

Director of Operations Report - MONTHLY FLOW REPORT

	<u>November 2019</u>		<u>Year to Date</u>		
			<u>Total</u>		<u>Average</u>
Total Flow	215,889,433	Gallons	2,763,727,369	Gallon	xxxxx
Total Flow Bypassed	1,693,890	Gallons	150,636,955	Gallon	xxxxx
Days Flow Bypassed	3	Days	54	Days	xxxxx
Total Flow Treated	214,195,543	Gallons	2,613,090,414	Gallon	xxxxx
Average Minimum	4.7	MGD	xxxxx	xxxxx	5.3 MGD
Average Maximum	10.3	MGD	xxxxx	xxxxx	13.5 MGD
Average Daily Flow	7.1	MGD	xxxxx	xxxxx	7.8 MGD

During the Work Session, the Director of Administration, Gregory Olander, reported on the wastewater flows for November 2019. He said the total volume of wastewater diverted from all point sources for the month was estimated to be 14.818 million gallons with 1.694 million gallons of treated outflow diverted at the treatment plant. He said approximately 1.17 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 215.9 million gallons with approximately 214.2 million gallons being treated. He also stated that the average daily flow to the treatment plant for the month was 7.1 MGD, which decreased the year-to-date flow to 7.8 MGD.

Gregory reported that the revenues for November 2019 were \$987,658.17, which was a 1.0 % decrease from the prior year. He said the billing for hauled waste received in November totaled \$188,874.37, which is a decrease of 17.1% from the same month in the prior year. Gregory reported that there was no PENNVEST reimbursement request submitted in December, so the monthly interest payment remains at \$1,295.43 for January 2020.

Gregory then reported that the start-up and performance testing was completed for the centrifuge and overall, Authority staff is very pleased with results of the cake dryness and capture rate, which are components of the performance test. He said Gannett Fleming would be reviewing the test results and compiling a report. Gregory also reported that the final bid specifications for the SCADA Server Upgrade are being completed and will be advertised for bid as soon as they become available.

Gregory reported on one major maintenance item, which was the repair of the cake pump. He said parts were changed in one side of the pump, and once the pump runs a few weeks, the staff will rebuild the other side of the pump and change the seals in the auger gearbox. He said parts would be reordered so they are available on-site in case of a breakdown.

Gregory then reported that he is working to file the 1095 and 1094 forms with the IRS to report health insurance coverage as required. He then stated that the audited financial statements were uploaded to the EMMA website for reporting as required by the bond trust indenture. He said they were also sent to the DCED, municipalities, trustee, and actuary.

Andy Nowak reported that quotes for Worker's Compensation coverage were received from the insurance underwriters Assured Partners in the amount of \$68,243.00 and Brown & Brown in the amount of \$65,871.00. Andy stated that the current insurance carrier is Lackawanna Insurance Group through Assured Partners.

Andy Nowak then reported that EDU allocation approvals are on the agenda for the Hazleton Logistics Park in Hazleton City. He said there are two allocations, one for 1,914 EDUs restricted by DEP for use only on the Hazleton Logistics parcel and the other allocation is for 22 EDUs from the existing Hazleton City allotment. Board Member Zola asked if there was a time-line for using the EDUs. Attorney Ustynoski responded that they are conditionally granted with a one-year expiration in the developer's agreement. He said the developer could apply for an extension if needed.

Gallagher & Grink 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-6, Nay-0, Absent-3

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 there was no PENNVEST payment request during the past month. She then reported on the construction progress noting that bake-out is scheduled to begin on January 6, 2020 and sludge burning is tentatively scheduled for January 20, 2020. She stated that there was still a lot of activity needed from the contractors to make those dates firm. She said there was a conference call held on December 17th between Gannett, SUEZ, APC and the Authority to review items needed for compliance and testing for the air quality permit.

Rachel then reviewed the change orders with the Board as listed in the written Engineer's Report including programming changes in the centrifuge control panel, re-routing the 6-inch sludge line discharge, lowering the vacuum filter control panel, and wiring power to the WESP purge air blowers. She recommended approval of the change orders so the project continues to move toward completion. She then reported that Ronca's Payment Estimate #19 in the amount of \$224,048.00 is on the agenda and recommended for Board approval. She also stated that the monthly incinerator job conference was held on December 12, 2019.

Rachel then reported that Gannett Fleming is finalizing bid documents for the SCADA hardware/software upgrade, which will be sent to Authority staff for review and advertisement. She also reported that a grant application through the Commonwealth Financing Authority (CFA) was submitted prior to the December 13, 2019 deadline for a CSO Separation Project to eliminate the Locust Street CSO. She said the amount of the grant request is \$4,031,643.00 of an overall project cost of \$6,047,160.00. Rachel then reported that the bid specifications for 2020 WWTP Upgrades are being prepared, which includes installation of the final clarifier and gravity thickener mechanisms along with the concrete work and roofing work.

During the regular meeting, Robert Dougherty provided a written report to the Board. He stated that the roof drain removal phase of the West Hazleton Area #2 Stormwater Separation Project is ongoing with 148 of the 189 identified roof drains disconnected in the area to date. He said there are 41 roof drains that still need to be removed and once a substantial amount of drains have been removed, post-construction flow metering can begin to quantify the amount of flow removed. Robert then stated that flow monitoring continues at the Mill Street Diversion Chamber closure and Locust Street Pump Station from Areas 2A and 2B in the City of Hazleton. He said a project description and cost estimate of \$6,047,160.00 was provided for the Locust Street CSO Separation Project as part of the H2O Grant Application.

Gallagher & Grink moved to accept the Engineer's report. Passed: Aye-6, Nay-0, Absent-3

Solicitor's Report – Attorney Ustynoski reported that in addition to what he reported in executive session during the Work Session, he had nothing additional to report.

Gallagher & Grink moved to accept the Solicitor's report. Passed: Aye-6, Nay-0, Absent-3

BILLS AND CREDITS

Gallagher & Fayock moved to approve payment of Gannett Fleming, Inc. invoices and requisitions from October 26, 2019 through November 22, 2019, totaling \$5,999.59 as listed in the following table:

<u>Requisition#</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
Operating Fund	051153.A*86629	Annual Service Work	\$ 1,622.60
Operating Fund	051153.B*86631	Attending Authority Meetings	\$ 775.93
Operating Fund	051153.AG*86630	Financing & Grants	\$ 922.24
Operating Fund	051153.04*86628	SCADA Server Upgrade	\$ 2,678.82
Total			\$ 5,999.59

Roll Call: Ammon-absent, Fayock-yes, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-absent, Zola-absent (Passed 6-0-3)

Gallagher & George moved to approve payment of Gannett Fleming, Inc. Invoice #048847.C0*86627, in the amount of \$34,468.65, from professional services rendered through November 22, 2019 relative

to the following Incinerator Project items: PENNVEST Administration (\$1,244.41), Air Permitting during Construction (\$2,537.47), Construction Administration (\$11,549.01), and Resident Observation (\$19,137.76).

Roll Call: Ammon-absent, Fayock-yes, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-absent, Zola-absent (Passed 6-0-3)

Gallagher & Grink moved to approve Requisition #C212, payment to Michael F Ronca & Sons, Inc., totaling \$224,048.00 for Payment Estimate #19 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 #12 (\$336,191.29) for a total contract of \$11,213,191.29. The total of payments made to date including this payment is \$10,270,830.97 which leaves a balance of \$942,360.32.

Roll Call: Ammon-absent, Fayock-yes, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-absent, Zola-absent (Passed 6-0-3)

Gallagher & Grink moved to authorize payment from the Operating Fund for Operating and Administrative Expenses (\$622,392.95); Construction in Progress (\$49,506.20); Transfers to Authority Accounts (\$654,331.00); Debt Service Series of 2012-A Bond (\$165,000.00), Debt Service Series of 2012-B Bond (\$174,000.00); Debt Service Series 2018 Bond - BB&T (\$8,998.63); Interest Expense Pennvest Loan #27906 (\$1,085.19); Debt Service Pennvest Loan #27769 (\$172,675.90); and Debt Service Pennvest Loan #58103 (\$3,426.99) from the month of November 2019.

Roll Call: Ammon-absent, Fayock-yes, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-absent, Zola-absent (Passed 6-0-3)

Board Member Ammon entered the meeting at this time.

Gallagher & Grink moved to approve issued credits totaling \$715.00 from the month of November 2019.

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

NEW BUSINESS

Gallagher & Grink moved to approve Change Order #13 of the Incinerator Installation Project - Contract One (General Construction) as recommended by the Engineer, in the amount of \$2,865.00 for the programming additions to for communication and control between the conveyor control panel and the centrifuge control panel.

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

Gallagher & Milot moved to approve Change Order #14 of the Incinerator Installation Project - Contract One (General Construction) as recommended by the Authority staff and the Engineer, in the amount of \$8,001.00 for re-routing of the 6-inch sludge discharge pipe to eliminate 90-degree bends to reduce back pressure on the cake pump and heat trace/insulation of the outdoor section of pipe.

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

Gallagher & Grink moved to approve Change Order #6 of the Incinerator Installation Project - Contract Three (Electrical) as recommended by the Engineer, in the amount of \$1,238.00 to lower the Vacuum Filter Control Panel to allow for operation and maintenance access.

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

Gallagher & Grink moved to approve Change Order #7 of the Incinerator Installation Project - Contract Three (Electrical) as recommended by the Engineer, in the amount of \$2,559.00 for labor and materials to provide electrical power to the WESP Purge Air Blowers.

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

Gallagher & Grink moved to approve a conditional sewage connection allocation for twenty-two (22) EDU's in the City of Hazleton to Blue Creek Investments, LLC, for Hazleton Logistics Park Facility #1, located at 705 South Church Street. This allocation is conditioned upon the applicant satisfying all conditions set forth by the Authority and/or its Engineer. A fully-executed Developer's Agreement will be required prior to this allocation taking effect. This EDU allocation is from the City of Hazleton's DEP-approved Corrective Action Plan allocation, dated March 12, 2013.

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

Gallagher & Grink moved to approve a restricted conditional sewage connection allocation for one thousand nine hundred fourteen (1,914) EDU's in the City of Hazleton to Blue Creek Investments, LLC, for Hazleton Logistics Park Facility #2, located at PA Route 424 & North Conahan Drive. This allocation is conditioned upon the applicant satisfying all conditions set forth by the Authority and/or its Engineer. A fully-executed Developer's Agreement will be required prior to this allocation taking effect. This EDU allocation is from the DEP allocation letter for this specific site, dated December 10, 2019.

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

Gallagher & Grink moved to approve the Assured Partners Worker's Compensation Proposal for calendar year 2020 through Lackawanna Insurance Group for a premium of \$68,243.00 using projected payroll amounts of \$2,400,000 for Waterworks Classification and \$140,000 for Clerical Classification. On the Question: Board Member Ammon asked if the current carrier would still continue with the open claims so they cannot walk away from them. Attorney Ustynoski responded that they could not walk away from the claims, but in addition, the current carrier is litigating another claim on the Authority's behalf.

Roll Call: Ammon-no, Fayock-no, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-absent, Zola-absent (Passed 5-2-2)

Milot & Gallagher moved to adjourn.

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

The regular meeting was adjourned at 6:43 PM

The next scheduled Work Session will be Wednesday, January 22, 2020 at 6:30 PM

The next scheduled Regular Monthly Meeting will be Monday, January 27, 2020 at 6:30 PM

Respectfully submitted,

Greater Hazleton Joint Sewer Authority



Gregory Olander, Assistant Secretary