

The June 22, 2020 regular monthly meeting of the Greater Hazleton Joint Sewer Authority was called to order by Chairman Sherrock at 6:30 PM via videoconference. All participating in the videoconference gave a pledge of allegiance.

June 17, 2020 Work Session Roll Call:

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

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
*Gene Zynel – Plant Operations Manager	

June 22, 2020 Regular Meeting Roll Call:

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

Also in Attendance during Regular Meeting:

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

\* via Videoconference

\*\* via Telephone

**PUBLIC COMMENT**

There was no public comment received prior to the meeting to be presented.

**Milot & Fayock** moved to approve the minutes of the May 18, 2020 Regular Monthly Meeting.  
Passed: Aye-9, Nay-0, Absent-0

**Milot & Fayock** moved to approve the minutes of the May 13, 2020 Pension Meeting.  
Passed: Aye-9, Nay-0, Absent-0

**OPENING OF BIDS FOR ULTRA LOW SULFUR DIESEL FUEL FOR THE 2020-2021 FISCAL YEAR**

BIDDERS NAME	BID AMOUNT
Russell Postupack Oil Co., Inc. McAdoo, PA	Terminal Rack Price plus \$0.24 per gallon delivered
M&J Excavation, Inc. Bloomsburg, PA	Terminal Rack Price plus \$0.25 per gallon delivered

**Gallagher & Milot** moved to table the Ultra-Low Sulfur Diesel Fuel supply contract for August 1, 2019 through July 31, 2020 for review by Authority Management.

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

**OPENING OF BIDS FOR WASTEWATER CHEMICALS OR THE 2020-2021 FISCAL YEAR**

BIDDERS NAME	SODIUM HYPOCHLORITE	MAGNESIUM HYDROXIDE	POLYALUMINUM CHLORIDE	SODIUM HYDROXIDE	METHANOL	METHANOL ALTERNATIVE
Brenntag Northeast, Inc.	\$1.17/gal	No Bid	No Bid	No Bid	\$0.178/gal Fixed Adder	No Bid
Buckmans, Inc.	\$1.18/gal	No Bid	No Bid	No Bid	No Bid	No Bid
Coburn Chemicals, Inc.***	No Bid	\$667.00 Dry Ton	No Bid	No Bid	No Bid	No Bid
Coyne Chemical Co.*	No Bid	No Bid	No Bid	No Bid	\$0.2209/gal Fixed Adder	\$0.159/gal Fixed Adder
Gulbrandsen Technologies**	No Bid	No Bid	\$1.96/gal \$2.01/lb Al <sub>2</sub> O <sub>3</sub>	No Bid	No Bid	No Bid
Holland Company, Inc.**	No Bid	No Bid	\$1.93/gal \$1.718/lb Al <sub>2</sub> O <sub>3</sub>	No Bid	No Bid	No Bid
JCI Jones Chemicals, Inc.	No Bid	No Bid	No Bid	\$1.78/gal	No Bid	No Bid
Kemira Water Solutions, Inc.**	No Bid	No Bid	\$2.22/gal \$2.22/lb Al <sub>2</sub> O <sub>3</sub>	No Bid	No Bid	No Bid
Kuehne Chemical Co.	\$6.00/gal	No Bid	No Bid	\$3.1949/gal	No Bid	No Bid
Main Pool & Chemical, Inc.	\$1.18/gal	No Bid	No Bid	No Bid	No Bid	No Bid
Martin Marietta Magnesia Specialties***	No Bid	\$665.00 Dry Ton	No Bid	No Bid	No Bid	No Bid
Univar USA, Inc.	\$1.57/gal	No Bid	No Bid	\$1.6714/gal	\$0.1398/gal Fixed Adder	No Bid
USALCO**	No Bid	No Bid	\$1.7846/gal \$1.6438/lb Al <sub>2</sub> O <sub>3</sub>	No Bid	No Bid	No Bid

**Milot & Sullivan** moved to table the Wastewater Chemicals bids for Fiscal Year 2020-2021 pending review by Management, Solicitor, and Engineer.

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

**OPENING OF BIDS FOR 2020 SCADA UPGRADES**

BIDDERS NAME	BID AMOUNT
Optimum Controls Corp. Reading, PA	\$187,049.00
Martz Technologies Berwick, PA	\$217,765.00

**Sullivan & Fayock** moved to table the bids for the 2020 SCADA Upgrades for review by Authority Management, Solicitor, and Engineer.

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

**Director of Operations Report - MONTHLY FLOW REPORT**

	<u>May 2020</u>		<u>Year to Date</u>		
			<u>Total</u>	<u>Average</u>	
<b>Total Flow</b>	<u>279,173.962</u>	<b>Gallons</b>	<u>1,306,335,626</u>	<b>Gallon</b>	<b>xxxxx</b>
<b>Total Flow Bypassed</b>	<u>14,234,809</u>	<b>Gallons</b>	<u>46,849,938</u>	<b>Gallon</b>	<b>xxxxx</b>
<b>Days Flow Bypassed</b>	<u>5</u>	<b>Days</b>	<u>20</u>	<b>Days</b>	<b>xxxxx</b>
<b>Total Flow Treated</b>	<u>264,939,153</u>	<b>Gallons</b>	<u>1,259,485,688</u>	<b>Gallon</b>	<b>xxxxx</b>
<b>Average Minimum</b>	<u>6.2</u>	<b>MGD</b>	<b>xxxxx</b>	<b>xxxxx</b>	<u>5.8</u> <b>MGD</b>
<b>Average Maximum</b>	<u>12.8</u>	<b>MGD</b>	<b>xxxxx</b>	<b>xxxxx</b>	<u>12.9</u> <b>MGD</b>
<b>Average Daily Flow</b>	<u>8.5</u>	<b>MGD</b>	<b>xxxxx</b>	<b>xxxxx</b>	<u>8.3</u> <b>MGD</b>

The Director of Administration, Gregory Olander, reviewed the wastewater flows for May 2020 as presented in the monthly flow report. He also reported that the total volume of wastewater diverted from all point sources for the month was estimated to be 21.565 million gallons with 14.235 million gallons of treated outflow diverted at the treatment plant. He said approximately 0.653 million gallons of the total diverted flow was treated outflow from the Autumn & Ridge CSO Separator. He stated Plant Operations Manager, Gene Zynel, was asked to report on the incinerator startup, which he will do at the end of the report.

Gregory reported that the revenues for May 2020 were \$1,066,897.42, which was a 17.2% decrease from the prior year. He said the billing for hauled waste received in May totaled \$127,597.33, which is a decrease of 40.3% from the same month in the prior year. He reported that the fiscal year to date customer collections through May increased slightly to 95.25%. He said due to the COVID-19 pandemic and suspension of delinquent collections this year, he expects the customer collections to remain steady or decline slightly for the remainder of the fiscal year. Gregory then reported that the PENNVEST monthly interest payment increased to \$1,640.39 for the July ACH payment due to

Reimbursement #7 in the amount of \$378,112.18 being received on June 19, 2020. He also reported that a letter was received from PENNVEST concerning the limited financial audit that was performed by HRG, Inc. in August 2019. He said PENNVEST requested additional information called out in the audit and a response letter was being developed by he and Rachel Govelovich to supply the requested additional items.

Gregory then reported that a one-year contract extension was received from SNF Polydyne, Inc. for purchase of liquid emulsion polymer at a price of \$1.01 per gallon, which is the same price as the original contract approved in 2017. He said it was on the agenda for the Board's consideration.

Gregory stated that there were no major maintenance issues to note and the second rock trap to be installed before the Raptor #2 Hauled Waste Receiving Station was ordered. He said the submittals were approved and the rock trap would be installed as soon as it is received. He said the maintenance department continues routine maintenance and smaller repairs. He then stated that the maintenance department personnel are assisting with operational issues relative to the new ash dewatering screw, which was recently placed into service. He said the contractor and equipment manufacturer are working toward a solution.

Gregory then gave an update on management and safety practices being implemented by the Authority due to the COVID-19 pandemic. He said the Authority staff returned to their regular operational schedule on June 1, 2020. He said the billing office remains closed to walk-in and he asked the Board for input on whether to reopen the billing office. The Board agreed that the office should remain closed to walk-in customer traffic until further notice. He also noted that the office staff was concerned about accepting cash as a form of payment once the office reopens. He said that he would revisit whether to accept cash upon reopening with the Board once the office is set to reopen for in-person customer payments. Gregory then reported on a new Online Bill Pay Portal platform that was on the agenda for Board consideration. He said the new module would allow customers to view their bills and bill payment history in real-time. He said customers would also be able to make credit card payments online using the new platform, which would automatically post to the customer's account without the need for office staff to enter the payments.

Gregory also reported that he met with engineers for the new Hazleton Logistics Park along with Andy Nowak and the Solicitor. He said the engineers had concerns about the Authority's South Church Street Pump Station interfering with the turning lane being designed for the Park's entrance. Gregory noted that they requested a few feet setback for the Authority's fence in return for upgrading the fence and installing a paved driveway. Gregory stated that he sent the Board a preliminary sketch of their plan for the entrance. He also noted that the Solicitor requested information from the developer's engineer that is necessary to produce a new right-of-way.

Andy Nowak reported that a repair was made to a 6-inch cast iron pipe that transfers ash filtrate water from the new addition to the head of the plant. He said the break occurred inside a 16" thick wall of the Primary Pump Station between that building and the Chemical Building. He said the Road Crew personnel had to core drill around the pipe in order to install a new section of pipe, which took several hours. He said the line was also leaking from a 45° fitting under the Chemical Building footer. He said the repair was difficult and the Incinerator could not operate until the repair was completed.

Andy then reported that the Road Crew repaired manholes on Franklin & Mine Streets and 15<sup>th</sup> Street & Branch Court and made a repair to the stone arch on Hemlock and Poplar Streets where a sinkhole developed.

Andy also reported that a break occurred to a 12-inch terra cotta gravity main flowing west along Rotary Drive in West Hazleton Borough, which connects to the Authority's North Industrial Line. He said a large sinkhole developed at the location of the overflow from an industry's detention pond, which eroded the sewer pipe's base and caused it to separate at a joint. He said Road Crew employees were called in on Sunday to make a temporary repair and they returned the next day to replace a section of the terra cotta pipe with PVC and flowable fill for protection until the industry and/or West Hazleton address the stormwater problem. Attorney Ustynoski stated that he visited the site and noted that a West Hazleton employee met with he and the Director of Administration so the situation could be relayed to the Borough officials. Board Member Grink stated that the Borough applied for a grant through from the State to replace the stormwater line on Rotary Drive from Kiwanis Blvd. to the end of Rotary Drive where it discharges.

Gene Zynel reported on the start-up of the incinerator. He began by reporting that the centrifuge, which dewateres sludge to inject into the incinerator, has been operating very well. He said there are no vibration or temperature issues and the sludge cake solids are better than anticipated. He said the centrifuge can achieve cake solids over 30%, which is well above the 27% solids content needed to achieve an autogenous, or self-sustaining burn. He said on-site SUEZ representative noted that the incinerator performance is the best they have seen during a start-up with the unit reaching autogenous burn within hours of start-up. He said although there are still normal start-up issues being worked on and resolved, the length of time the incinerator remains operational continues to increase, which is a good sign. He said so far, the Nitrogen Oxides (NO<sub>x</sub>) levels are low enough that ammonia does not need to be dosed as a control for that parameter. Additionally, he stated that the Sodium Hydroxide (Caustic) system is delivering a low dose to achieve low levels of Sulfur Oxides (SO<sub>x</sub>) and maintain lower acidity in the scrubber tray cooling water. He said the preliminary reductions of sludge volume appear to be better than expected, but it is too early to present any numbers to the Board. He said the ash dewatering filter is operating very well achieving over 60% cake solids, which will be another savings for disposal of fly ash above levels initially projected. He said there is a mechanical issue in the screw conveyor transporting the dewatered fly ash from the filter to the dumpster. He said employees are manually scraping the screw conveyor trough a few times a day to keep it operational so ash dewatering can continue. He said the issue is being investigated by the contractor, engineer, and equipment manufacturer to determine the best course of action for future operation. Gene then reported that the new Plant Water System is working very well. He said the pumps are able to deliver more than enough water to the incineration process, while simultaneously supplying other plant processes. Gregory Olander noted that Change Order #8 of the General Construction Contract was still being held until operation of the plant water pumps could be verified. He said since they are operating well for over a year, he recommends the Board approve that compensating change order to credit \$9,355.50 on the project. Gene also reported that the training module for the centrifuge has been completed and 360water is working on the other modules to supplement operator training. Gene then stated that he is available if any Board members have additional questions concerning the incinerator operation.

Gregory Olander then requested the Board move to executive session to discuss personnel issues.

George & Fayock moved to enter executive session to discuss personnel issues.

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

After the Board moved out of executive session, George & Gallagher moved to accept the Director of Operation's 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** – Robert Dougherty of RJD Engineering reported referencing a written engineer's report and stated that post construction flow monitoring continues for the West Hazleton Area #2 Separation Project. He stated that the flow loggers were removed from the Mill Street CSO, which was the location of post construction flow monitoring for the Button Bock CSO Separation Project. He said the meters were also removed from monitoring flows to the Locust Street Pump Station from Areas 2A and 2B. He said the newly separated stormwater systems in West Hazleton and the City of Hazleton need to be turned over to each respective municipality now that they no longer transmit sanitary sewage. He then reported that his firm would be working on Area 10 in the City of Hazleton because the grant for a separation project in that area expires in June 2021. Bob also noted that several properties in the Greenridge section of Hazle Township are scheduled to be connected to the sewer system flowing to the Autumn & Ridge diversion chamber sometime this summer. He said there are about 180 homes in the area and Hazle Township will be conducting roof drain inspections as part of the project, which should reduce flows to the Autumn & Ridge CSO Separator.

Rachel Govelovich referenced a written Engineer's Report that was issued to the Board. She reported that there has been no change regarding the Authority's NPDES Permit renewal. She then reported on the Incinerator Project. She said submissions are ready to be sent to PADEP and the results of a limited financial review were received from PENNVEST. She said a response would be sent before the 30-day deadline. She reported on the construction progress of the incinerator and noted that the incinerator started operation on June 2, 2020. She said her firm continues to coordinate between all parties including SUEZ and their sub-contractors to achieve compliance with the air quality and solid waste permits. She stated that 360water continues to create the training modules and is coordinating with contractors. She said RATA Testing is scheduled for the end of June and the Stack Testing Protocol has been submitted to DEP for their approval. She then reported that the contract extension change order for the electrical contract is on the agenda and recommended for approval. She said other change orders on the agenda and recommended for approval include insulation of ductwork between the GAC preheat burner and the HEPA filters, where heat loss was identified by the GAC manufacturer, and a change order for modifications to operational programming of thickened ash slurry pumps as requested by Authority operations staff. Rachel then stated that there were no contractor Payment Estimates for this month.

Rachel then reported that her firm would review the bids for the SCADA Upgrade Project and make a recommendation to the Board regarding award. She also noted that the CFA meeting is scheduled for July 14<sup>th</sup>, when the Board is expected to make issue grant awards. Rachel also reported that the 2020 WWTP Improvements Project should be ready to be advertised with a bid opening in early Fall 2020. Rachel noted that she was also working on the Opinion of Probable Replacement Costs, which is normally requested by insurance companies interested in quoting on the Authority's property &

casualty coverage. She said the incinerator would be added to the probable replacement costs this year.

**Milot & Fayock** 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-yes (Passed 9-0-0)

**Solicitor’s Report** – Attorney Ustynoski stated that in addition to what was reported in executive session, he discussed with Rachel the need to include the incinerator in the Authority’s equipment list for probable replacement cost this year since the system is now operational.

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

**BILLS AND CREDITS**

**George & Fayock** moved to approve payment of Gannett Fleming, Inc. invoices and requisitions through May 22, 2020, totaling \$20,397.95 as listed in the following table:

<u>Requisition#</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
Operating Fund	051153.A*96854	Annual Service Work	2,113.04
Operating Fund	051153.B*96855	Attending Authority Meetings	309.88
Operating Fund	051153.D*96856	Pretreatment Program	206.79
Operating Fund	051153.E*96857	CSO Work	68.93
Operating Fund	051153.04*96852	SCADA Server Upgrade	2,719.23
Operating Fund	051153.39*96853	WWTP Improvements	14,980.08
Total			20,397.95

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 & Fayock** moved to approve payment of Gannett Fleming, Inc. Invoice #048847.C0\*96851, in the amount of \$26,056.58, from professional services rendered through May 22, 2020 relative to the following Incinerator Project items: PENNVEST Administration (\$1,007.11), Air Permitting during Construction (\$8,125.80), Construction Administration (\$8,481.27), and Resident Observation (\$8,442.40).

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 authorize payment from the Operating Fund for Operating and Administrative Expenses (\$793,084.45); Construction in Progress (\$101,438.90); Transfers to Other Authority Accounts (\$224,273.61); Debt Service Series 2018 Bond - BB&T (\$18,362.29); Interest Expense Pennvest Loan #27906 (\$1,615.84); Debt Service Pennvest Loan #27769 (\$172,675.90); and Debt Service Pennvest Loan #58103 (\$3,426.99) from the month of May 2020.

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 except those for the Hazleton City Authority (HCA) for which he abstains.*

**Gallagher & Fayock** moved to approve issued credits totaling \$342.61 from the month of May 2020. 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 & George** moved to approve Change Order #16 of the Incinerator Installation Project - Contract One (General Construction), in the amount of \$9,325.05, as recommended by the Engineer, for labor and materials to install insulation on ductwork from the GAC to the HEPA Filters. 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 & Milot** moved to approve Change Order #10 of the Incinerator Installation Project - Contract Three (Electrical), in the amount of \$2,088.34, as recommended by the Engineer, for equipment and bond costs related to the contract time extension. Roll Call: Ammon-yes, Fayock-yes, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-yes, Zola-yes (Passed 9-0-0)

**George & Gallagher** moved to approve the purchase and implementation of an Online Bill Pay Portal through the Authority's current utility billing software vendor, Edmunds GovTech (formerly Logics, LLC) at a cost of \$6,000.00 plus an annual maintenance fee of \$2,400.00, as recommended by Authority Management. The implementation would require the Authority to change its Third-Party credit card processor from MunicPay to Bank Card Associates, LLC. The motion is contingent upon review and approval of the terms and conditions of the Bank Card Associates, LLC agreement and program guide by the Solicitor. 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 & George** moved to approve a one-year contract extension with Polydyne, Inc. for the purchase of Clarifloc C-9530 liquid emulsion polymer from August 1, 2020 through July 31, 2021 at a price of \$1.01 per gallon, which is the same cost per gallon being paid since August 2017. On the Question: Board Member Zola asked what contract was being extended. Gregory Olander responded that the Authority bid the polymer purchase under a three-year contract back in 2017, which had an option to extend the contract for two (2) additional one (1) year terms. Board Member Ammon asked if this extension price was the same as the original contract. Gregory verified that the bid/contract price from 2017 was the same \$1.01 per gallon as the proposed extension. 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 & Milot** moved to approve Change Order #8 of the Incinerator Installation Project - Contract One (General Construction), which is a compensating change order in the monetary amount of -\$9,355.50 plus one large 14BF-30HP pump, as recommended by the Engineer, as compensation for being unable to test the HI-1U standards and the NSPHr testing standards. 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 & Ammon moved to approve Change Order #17 of the Incinerator Installation Project - Contract One (General Construction) in the amount of \$2,310.00, as recommended by the Engineer, for modifications to the control logic of the thickened ash slurry pumps.

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 7:18 PM

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

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

Respectfully submitted,

**Greater Hazleton Joint Sewer Authority**



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Gregory Olander, Assistant Secretary