

The October 26, 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.

October 21, 2020 Work Session Roll Call:

Ammon – Absent ²	Fayock – Present ¹	Gallagher – Present ¹
George – Present ¹	Grink – Present ¹	Milot – Present ¹
Sherrock – Present ¹	Sullivan – Present ¹	Zola – Present ¹

Also in Attendance during Work Session:

¹ Gregory Olander – Director of Administration	¹ Andy Nowak – Field Operations Manager
¹ Christopher Carsia – Director of Operations	¹ Attorney Joseph D. Ustynoski – Solicitor
¹ Rachel Govelovich, P.E. – Gannett Fleming	¹ Robert Dougherty, P.E. – RJD Engineering

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¹ Rachel Govelovich, P.E. – Gannett Fleming	¹ Robert Dougherty, P.E. – RJD Engineering
¹ Representative of Michael F. Ronca & Sons	¹ Representative of Worth & Company
¹ Representative of LB Industries, Inc.	

¹ via Videoconference

²Board Member Ammon entered the Work Session during the Engineer’s Report

PUBLIC COMMENT

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

Milot & Gallagher moved to approve the minutes of the September 28, 2020 Regular Monthly Meeting. Passed: Aye-8, Nay-0, Absent-1

OPENING OF BIDS FOR 2020 WWTP IMPROVEMENTS PROJECTS

BIDDERS NAME	BIDDER ADDRESS	BID AMOUNT
JEV Construction, LLC	Clinton, NJ	\$596,000.00
LB Industries, Inc.	Hellertown, PA	\$549,510.00
Michael F. Ronca, Inc.	Bethlehem, PA	\$741,000.00
Pact Two, LLC	Ringoes, NJ	\$731,000.00

Pioneer Construction Company, Inc.	Honesdale, PA	\$607,905.00
Worth & Company, Inc.	Pipersville, PA	\$757,000.00

Sullivan & Gallagher moved to award the 2020 WWTP Improvements Project to the apparent lowest responsible bidder, LB Industries, Inc., for a bid price of \$549,510.00, contingent upon review by Authority Solicitor and Engineer.

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

Director of Operations Report - MONTHLY FLOW REPORT

	<u>September 2020</u>		<u>Year to Date</u>		
			<u>Total</u>		<u>Average</u>
Total Flow	<u>157,578,948</u>	Gallons	<u>2,196,616,354</u>	Gallon	xxxxx
Total Flow Bypassed	<u>2,208,524</u>	Gallons	<u>93,492,024</u>	Gallon	xxxxx
Days Flow Bypassed	<u>2</u>	Days	<u>35</u>	Days	xxxxx
Total Flow Treated	<u>155,370,424</u>	Gallons	<u>2,103,124,330</u>	Gallon	xxxxx
Average Minimum	<u>2.9</u>	MGD	xxxxx	xxxxx	<u>5.2</u> MGD
Average Maximum	<u>9.7</u>	MGD	xxxxx	xxxxx	<u>12.7</u> MGD
Average Daily Flow	<u>5.2</u>	MGD	xxxxx	xxxxx	<u>7.7</u> MGD

During the Work Session, the Director of Operations, Christopher Carsia, reviewed the wastewater flows for September 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 36.620 million gallons with 2.209 million gallons of treated outflow diverted at the treatment plant. He said approximately 3.068 million gallons of the total diverted flow was treated outflow from the Autumn & Ridge CSO Separator.

Christopher reported that the revenues for September 2020 were \$989,077.72, which was a 6.3% decrease from the prior year. He said the billing for hauled waste received in September totaled \$142,525.02, which is a decrease of 20.5% from the same month in the prior year. Gregory Olander reported that the Authority received a request from the Hazleton Area School District for a credit during the 2019-2020 school year due to students vacating district buildings on March 13, 2020. He said the Authority bills schools based on pupil count and he calculated the credit to be \$78,785.72, which is on the agenda for Board consideration. He also informed the Board that revenue from schools would be substantially lower for the current fiscal year until the schools are re-opened.

Christopher reported that a response was sent to DEP regarding the Notice of Violation (NOV) that was received for not having an air quality permit for the Methanol tanks at the treatment plant. He said the Methanol tanks would be included in the overall site operating permit for air quality once it is issued by DEP.

Christopher then reported that Mr. Olander sent Board Members documents outlining the Locust Street Sewer Separation Project and cost estimates as requested during the September Board Meeting. He reiterated there has been increased interest for potential economic development on the south side of the Authority's service area and those developers are inquiring about available EDUs for their projects. He said Authority Management is recommending the Authority approve a project to separate the combined sewers tributary to the Locust Street CSO for the elimination of that CSO, which would reduce the flow to the treatment plant. He said by approving this project the Authority would be complying with their Corrective Action Plan (CAP) for inflow and infiltration (I/I) reduction as well as the Long Term Control Plan (LTCP) for CSO overflow reduction. Robert Dougherty stated that construction cost for the overall project are estimated to be about \$6 million for the three areas in that drainage basin: CAP Areas 2A, 2B, and 3. He said the engineering proposal requested by Board Member Zola was sent to the Board by his firm for engineering design and bid phase services, which also includes a portion of work by Gannett Fleming for GIS location of facilities in the project area. He said the approach would be similar in nature to the Button Bock CSO Separation Project. Board Member Sullivan stated that he believes the Authority should be moving forward with this project to comply with the regulators and to allow for additional growth. Mr. Olander was asked how the project would be funded. Gregory stated that the 5-year financial projections that were presented with this fiscal year's budget allocate significant funding for this project of nearly \$3 million. He said the construction portion of the project can be bid in phases to allow for funding in-house or through grants, if they become available. He said depending on the bid results, it may be necessary to receive industry tapping fees or to apply for additional funding through other avenues such as PENNVEST if the Board wants to complete the entire project at once. Board Member Zola asked how long it would be to have bid documents prepared. Mr. Dougherty responded that it would take approximately six to seven months. Christopher then noted that this engineering work is separate from the Act 537 Planning work that has been previously discussed. He said other engineering firms were being contacted to determine their interest in the Act 537 planning work so they can get their Statement of Qualifications to the Board and make presentations for engineering services for completion of the Act 537 Plan. Mr. Dougherty noted that he does not anticipate submitting a proposal for the Act 537 Planning work.

Christopher also reported on replacement of the 2008 Ford Escape. He said the vehicle is over 10 years old and is in need of substantial repairs to remain roadworthy. He said Mr. Nowak received a COSTARS quote for a similar replacement vehicle. He said the purchase of a new 2020 Ford Escape is \$20,513.92, which is on the agenda for Board consideration.

Andy Nowak reported that he is also getting pricing through COSTARS for a dump truck to replace the Authority's dump truck that is about 10 years old. He said there were several other vehicles approaching 10 years of age, which will be looked at for replacement next year.

Christopher then reported that he was working directly with a representative of CES Landfill for DEP Form 43 approval for disposal of fly ash generated as a byproduct of the incineration process. Gregory Olander reported that he was contacted by a representative of Waste Management concerning the optional one-year contract extension for the hauling contract to the landfills. He said as contained in the email forwarded to the Board, Waste Management is proposing in a per haul increase of \$12.00 for ash, sludge, or grit, which is approximately a 3.3% increase.

Gregory then reported on a hauled waste load that set off the radiation detection monitors at the entrance to the treatment plant a few days ago. He said the Authority's Radiation Protection Action Plan was implemented and the truck was quarantined until a health physicist arrived onsite to identify the isotopes in the load. He said it was determined to be naturally occurring Thorium 232 (Th-232), which is a common material found in the earth. He said the load was not processed through the treatment plant; it was released back to the generating site, with Pennsylvania Department of Transportation (PADOT) approval, for the originator to arrange for an alternate disposal site. He said that he was pleased with the way the action plan worked to ensure the material was handled safely.

Gregory said he was pleased to report that the Authority's health insurance premiums for calendar year 2021 through the Pennsylvania Municipal Health Insurance Cooperative (PMHIC) increased by only 0.3%. He said the average premium increase in the PMHIC consortium was 4.9%. He also noted that the Authority is expected to receive a surplus payment again this year due to lower than projected claims during 2020.

Gregory then reported that the Maintenance Department completed installation of the rock trap for the Raptor #2 hauled waste receiving station and flow regulated valves were moved from behind the rock trap to before the rock trap to avoid operational problems. He said an issue was identified by the maintenance department regarding wear through the suction cover of pumps at the Gashouse Pump Station. He said this is the same issue that was identified with the Locust Street Pumps earlier this year. He said replacement parts were ordered for all Gashouse pumps in high-chrome to prevent premature wear from grit and rocks. He also reported that a worn bearing in the mixer for the sludge holding tank failed causing damage to some of the internal parts. He said parts are currently on order and it is very difficult to incinerate without an operational mixer to maintain sludge consistency. He said the operations will continue incinerating as long as possible and hopefully the parts will arrive soon to complete the repair. He noted that the BAF system Nitrification cells underwent a deep-cleaning by the Operators and Utility Persons prior to the onset of colder weather and other routine maintenance items would be worked on, weather permitting.

Gregory reported on the Incinerator Project. He said the incinerator was re-started on September 29, 2020 following the planned maintenance shutdown that began on September 1st. He said the incinerator had been operating well until the sludge mixer break down. He said Stack Testing is scheduled for the week of December 14th and Incinerator training modules are being completed by 360water, Inc., which are also being reviewed by Gene Zynel. He said the centrifuge course has been approved for one (1) contact hour by DEP and the other training modules will be submitted for credit approval upon completion.

Gregory then reported that the contractor for the 2020 SCADA Upgrades was given Notice to Proceed, but they have not started the work as of today. He said Kruger, Inc. completed the change of screen resolution and re-rendering in the older SCADA Program so it will be compatible with the new upgraded license and hardware to be completed under the project.

Gregory then gave another update on management and safety practices being implemented by the Authority due to the COVID-19 pandemic. He said the billing office remains closed to walk-ins and he asked the Board for input on whether to reopen the billing office. The Board agreed that the office

should still remain closed to walk-in customers. He also reminded the Board that penalties were still not being applied to delinquent customer accounts.

Christopher Carsia informed the Board that a non-profit agency responsible for maintaining the Rails to Trails entrance in Hazleton asked if they could mount video monitoring equipment inside the Authority's Stacie Manor Pump Station to monitor the activities at the parking lot and trail entrance. He said the representative told him that bicycles were recently stolen from the shed at the entrance to Rails to Trails. He said if there were no objections, he would inform their representative that they could mount the video camera and recording equipment inside the pump station fence line.

Gallagher & Fayock 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. Passed: Aye-8, Nay-0, Absent-1

Engineer's Report – During the Work Session, 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 PENNVEST submission #8 was being worked on and would be submitted once additional costs were accumulated. Rachel stated that she spoke with a PENNVEST representative concerning closeout of the project and she was informed that final inspection for the project would not occur until after issuance of the air operating permit, which may be six (6) months to one (1) year after submission. She said the ash conveyor change order was discussed with the PADEP representative and a prior approval request will be submitted. Rachel then recommended approval of SUEZ Payment Estimate #17, in the amount of \$28,881.00, which is the final payment estimate for the incinerator procurement contract. She said final closeout paperwork was being prepared for completion after Stack Testing. Rachel then reported that the incinerator has been running since the restart on September 29th. She said several punch list items were rectified during the shutdown; however, the roof spray system and sand fill system remain on the punch list to correct operational issues. Rachel said the Stack Testing is scheduled for the week of December 14, 2020 and air quality activities are still ongoing with daily monitoring data collection and reporting being fine-tuned for reporting to the State. She stated that a shakedown period extension request was submitted to PADEP on October 26, 2020 to request a 6-month extension to the shakedown period necessary to complete testing and get information needed to complete the air operating permit submission. Rachel also noted that a response to the DEP Notice of Violation for the Methanol tank permitting issue was sent electronically on October 26, 2020 and Authority management also submitted a hard copy to the DEP regional office. She then recommended Ronca Payment Estimate #23 in the amount of \$573,910.10 be approved for payment.

Rachel then reported that Notice of Award for the SCADA Upgrade Project was sent to Optimum Controls Corporation (OCC) with a start date of September 14, 2020. Gregory Olander said he spoke with the contractor on October 26th and they anticipated being onsite later this week.

Rachel also reported on the 2020 WWTP Improvements Project. She said a Request for Information was received from the clarifier and thickener mechanism equipment supplier to clarify a conflict identified with the WAS and RAS pipes for Secondary Clarifiers #3 & #4. She said some changes needed to be made to the design to correctly identify connection to each of those pipes; however, it was too late to send an addendum to the contractors because some may have already sent their sealed

bids to the Authority. She stated that the change would need to be made by change order once the project is awarded.

Robert Dougherty reported that post construction flow monitoring is continuing after the West Hazleton Area 2 Sewer Separation Project. He also reported that project design and base mapping for Phase 1 of the Hazleton Area 10 Project is complete and dye testing for Phase 1 has begun. He also noted that the Greenridge Area Sewer Extension in Hazle Township has been completed and customers are being connected to the new extension. He said as part of the project Hazle Township identified 86 homes with roof drains connected to underground facilities. Robert stated that his proposal for the engineering design and bid services for the Locust Street Sewer Separation Project was sent to the Board and is on the agenda for the Board’s consideration.

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

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

Solicitor’s Report – Attorney Ustynoski stated that in addition to what was reported in executive session during the work session, he provided the Board with a copy of the contract extension with Daniel Montone for Constable Services during delinquent customer postings and water shutoffs. He said the agreement is on the agenda for the Board’s consideration.

Gallagher & Fayock 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 through September 25, 2020, totaling \$10,244.97 as listed in the following table:

<u>Requisition#</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
Operating Fund	051153.A*102643	Annual Service Work	4,056.65
Operating Fund	051153.B*102645	Attending Authority Meetings	154.94
Operating Fund	051153.D*102646	Industrial Pretreatment Program	137.86
Operating Fund	051153.AI*102644	ODMS Program Update	128.10
Operating Fund	051153.03*102640	Hillwood Development Potential Scv	193.68
Operating Fund	051153.04*1002641	2020 SCADA Server Upgrade	116.21
Operating Fund	051153.39*102642	2020 WWTP Improvements	5,457.53
Total			10,244.97

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

Gallagher & Sullivan moved to approve payment of Gannett Fleming, Inc. Invoice #048847.C0*102639, in the amount of \$26,013.91, from professional services rendered through September 25, 2020 relative to the following Incinerator Project items: Air Permitting during Construction (\$6,171.79), and Construction Administration (\$19,842.12).

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

Gallagher & Fayock moved to approve Requisition #C227, payment to Michael F. Ronca & Sons, Inc., totaling \$573,910.10, for Payment Estimate #23 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 #18 (\$425,234.43) for a total contract of \$11,302,234.43. The total of payments made to date including this payment is \$11,163,836.84, which leaves a balance of \$138,397.59.

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

Gallagher & Sullivan moved to approve Requisition #C228, payment to Suez Treatment Solutions, totaling \$28,881.00, for Payment Estimate #17 (FINAL) of the Fluidized Bed Incinerator Procurement Contract as recommended by the Engineer. Original Contract price was \$8,133,874.00. Add for Change Orders #1 to #8 (\$3,989,882.50) for a total contract cost of \$12,123,756.50. Total of payments made to date including this payment is \$12,123,756.50, which leaves a zero balance.

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

Gallagher & Fayock moved to authorize payment from the Operating Fund for Operating and Administrative Expenses (\$572,635.59); Construction in Progress (\$26,227.46); Debt Service Series 2018 Bond - BB&T (\$18,362.29); Debt Service Pennvest Loan #27906 (\$11,152.44); Debt Service Pennvest Loan #27769 (\$172,675.90); and Debt Service Pennvest Loan #58103 (\$3,426.99) from the month of September 2020.

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

Milot & Gallagher moved to approve issued credits totaling \$537.08 from the month of September 2020.

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

Grink & Fayock moved to approve a credit to the Hazleton Area School District (HASD) in the total amount of \$78,785.72 for the eight (8) buildings in the GHJSA service area for the 2019-2020 school year. Students were moved to online learning effective March 13, 2020 because of COVID-19 and did not return for the remainder of the school year.

On the Question: Board Member Milot asked why there was a credit due to the HASD. Gregory Olander explained that the Authority bills schools based on pupil count and the HASD paid the 2019-2020 school year in full for all student counts enrolled at the beginning of the year. He said since the students vacated the school buildings on March 13, 2020 due to COVID-19, the HASD requested a refund based on the number of days the students were not occupying the schools during the 2019-2020 school year.

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

NEW BUSINESS

Grink & Gallagher moved to approve the purchase of one (1) 2020 Ford Escape Model S All-Wheel Drive vehicle for the total purchase price of \$20,513.92 from Rottet Motors Inc. of Tamaqua, PA, through DGS State Contract #026-133 (COSTARS), as listed in the quotation dated October 13, 2020. Roll Call: Ammon-absent, Fayock-yes, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-yes, Zola-yes (Passed 8-0-1)

George & Milot moved to approve a five (5) year extension to the existing agreement with PA State Constable Daniel Montone, from November 1, 2020 to November 1, 2025, for services to collect delinquent balances due and owing the Authority during delinquent processing procedures, which includes posting of delinquent properties with a shut off notice and services during the actual water shut-off. Compensation for services shall remain at the same rate of \$5.00 per property posted and \$75.00 per hour during water shut-offs. Roll Call: Ammon-absent, Fayock-yes, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-yes, Zola-yes (Passed 8-0-1)

Sullivan & George moved to approve the proposal for engineering services from RJD Engineering, Inc., in the amount of \$143,000.00 (design and bid phase services) and \$65,000.00 (inspection/construction management services per 100-day period) on a time and materials basis for Hazleton City Sewer Investigation and Design in the Corrective Action Plan (CAP) Areas 2 and 3 as outlined in the proposal date October 25, 2020. Roll Call: Ammon-absent, Fayock-yes, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-yes, Zola-yes (Passed 8-0-1)

Gallagher & Grink moved to adjourn.

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

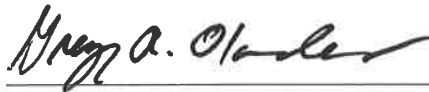
The regular meeting was adjourned at 6:54 PM

The next scheduled Work Session will be Wednesday, November 18, 2020 at 6:30 PM

The next scheduled Regular Monthly Meeting will be Monday, November 23, 2020 at 6:30 PM

Respectfully submitted,

Greater Hazleton Joint Sewer Authority



Gregory Olander, Assistant Secretary