

The March 22, 2021 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.

March 17, 2021 Work Session Roll Call:

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

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
¹ Attorney Raymond Rinaldi – Hazleton Creek Commerce Center Holdings, LLC	¹ Anthony Scarcia - Hazleton Creek Commerce Center Holdings, LLC
¹ Robert Kiel - Hazleton Creek Commerce Center Holdings, LLC	

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¹ Rachel Govelovich, P.E. – Gannett Fleming	¹ Robert Dougherty, P.E. – RJD Engineering
¹ Jasmine Sodemann – Gannett Fleming	

¹ via Videoconference

PUBLIC COMMENT

During the Work Session, there was public comment from the representatives of Hazleton Creek Commerce Center Holdings, LLC. Attorney Raymond Rinaldi stated that the company received conditional land development approval from the City of Hazleton and Hazle Township to build 5.5 million sq. ft. of warehousing space on 493 acres on the south side of Hazleton City between Route 309 and Harwood Road. He said the company is aware the GHJSA received approval from DEP for an additional 1,000 EDU connections within the City. He requested, on behalf of his client, that they be allowed to delay payment of the tapping fee to the GHJSA until issuance of the first Building Permit. Board Member Ammon asked the timeframe for issuance of the first Building Permit. Robert Kiel responded that it is expected to be in July or August of 2021 unless something major surfaces. Board Member Ammon then asked if there were customers/tenants for the buildings. Mr. Kiel responded that there are customers out there considering this facility once it is built. Board Member Grink asked how the requested 435 EDU connections was determined if the facility is to be used for warehousing. Anthony Scarcia responded that the company is planning so as not to limit potential customers that may have higher water usage needs. Board Member Grink then asked what would happen to the EDUs issued but not used if the facility is used only for warehousing. Gregory Olander

responded that DEP indicated that they would return unused EDUs if the company submitted a revised planning module to DEP for the lower amount of EDUs that are actually being used. Robert Dougherty then stated that the Developer’s Agreement should include DEP in the document and how a return of unused EDUs would be handled. Attorney Rinaldi asked if the 435 EDU approval could be on the agenda this month or April’s meeting at the latest. The representatives of Hazleton Creek Commerce Center Holdings, LLC thanked the Board and exited the Work Session at this time. *During the Work Session, Grink & Sullivan moved to executive session to discuss negotiations and legal issues related to the EDU allocation request. Passed: Aye-8, Nay-0, Absent-1*

Sullivan & Formica moved to approve the minutes of the February 17, 2021 Pension Meeting. Passed: Aye-8, Nay-0, Absent-1

George & Milot moved to approve the minutes of the February 22, 2021 Regular Monthly Meeting. Passed: Aye-8, Nay-0, Absent-1

Director of Operations Report - MONTHLY FLOW REPORT

	<u>February 2021</u>		<u>Year to Date</u>		
			<u>Total</u>		<u>Average</u>
Total Flow	193,431,626	Gallons	439,986,351	Gallon	xxxxx
Total Flow Bypassed	3,572,515	Gallons	4,259,014	Gallon	xxxxx
Days Flow Bypassed	1	Days	3	Days	xxxxx
Total Flow Treated	189,859,111	Gallons	435,727,337	Gallon	xxxxx
Average Minimum	4.2	MGD	xxxxx	xxxxx	4.9 MGD
Average Maximum	9.8	MGD	xxxxx	xxxxx	10.2 MGD
Average Daily Flow	6.8	MGD	xxxxx	xxxxx	7.4 MGD

During the Work Session, the Director of Operations, Christopher Carsia, reviewed the wastewater flows for February 2021 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 7.617 million gallons with 3.573 million gallons of treated outflow diverted at the treatment plant. He said approximately 0.361 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 193.4 million gallons with approximately 189.9 million gallons being treated. He also stated that the average daily flow to the treatment plant for the month was 6.8 MGD, which reduced the year-to-date average daily flow to 7.4 MGD.

Christopher reported that the revenues for February 2021 were \$938,629.96, which was a 3.1% decrease from the prior year. He said the billing for hauled waste received in February totaled \$103,030.26, which is a decrease of 37.0% from the same month in the prior year.

Christopher then reported that he had been short paying invoices for two of the smaller UGI accounts because they were including PA sales tax in the invoices. He said a credit will be coming from UGI to balance the account. He then informed the Board that the commodities contract for natural gas ends in July 2021 and he requested Lisa Ninotti of UGI Energy Services attend the Board Meeting in April

to explain moving from interruptible service to delivery service and to discuss pricing options and a new contract with the Board.

Christopher also reminded the Board that the Act 537 Engineering proposals were put on hold last year due to the COVID-19 Pandemic. He said that he would be contacting engineering firms for a statement of qualifications and presentations in May 2021 provided the positive COVID cases continue to decline. Rachel Govelovich noted that her firm is developing the Request for Proposals (RFP) for the Act 537 engineering work in the City and Borough to see how all the pieces fit together.

Christopher then reported that a draft NPDES Permit is expected to be released by DEP in a few days. He said once received, the Authority staff would review with representatives at Gannett Fleming to develop comments based on the Authority's concerns for future operational cost, which will be provided to DEP within the 30-day comment period.

Andy Nowak then reported on the repair work on the 60-inch CSO overflow line at the rear of the Hazleton Area High School. He said after several weeks of digging, 40 linear feet of pipe was connected at the deepest section, which was about 40 feet deep. He then said rain is expected, so the project will be delayed a few days. He said the invert of the pipe that was removed was deteriorated and likely the probable cause of the sinkhole near Manhole 177.

Gregory Olander reported that the Maintenance Department staff began installation of conduit and wiring to Final Clarifiers #3 & #4 in anticipation of the 2020 WWTP Improvements Project contractor beginning installation of the new clarifier mechanisms in April. He said one of the Variable Frequency Drives (VFD) at the Locust Street Pump Station was sent for repair due to a continued faulting issue. He said it may be necessary to purchase a new VFD if additional problems develop with another drive at the pump station. He then reported that the inline flowmeter that was investigated to record flows exiting the Locust Street Pump Station could not be installed inside the station due to the piping configuration and lack of space. He said in order to record flow after the pumps, it would be necessary to expose the force main on the discharge side for access outside the station walls. He said another form of flow monitoring would be looked at in the short term so flows can be recorded prior to the proposed separation project in that drainage basin. He also reported that one of the main aeration blowers at the treatment plant was faulting due to high vibration. He said the maintenance staff changed the bearings and a vibration sensor to correct the issue.

Gregory then reported that Optimum Controls Corporation (OCC) has continued to work on punch list items for the SCADA Server Upgrade Project. He said they still need to install a video card on the backup server and complete setup of the incinerator report generating program so the incinerator reporting function can be moved off the virtual machine so it can be retired. He also informed the Board that the server failover test was successfully completed on March 8th with a Gannett Fleming representative onsite to document the test. Gregory then reported on the 2020 WWTP Upgrade Project and stated that the clarifier equipment is expected to be delivered in mid-April with an anticipated construction start date of April 19, 2021. He said submittals are coming in and being reviewed by Gannett Fleming Construction Management.

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-in

customers and he asked the Board for their input on whether to reopen the billing office for in person payments. The Board agreed that the office should remain closed to walk-in customers at this time. Gregory informed the Board that as directed during the February meeting, letters are being sent to customers informing them that penalties for late payment will begin to be applied effective with the May 2021 bill. He said the letters are being sent with the bills for each cycle so all customers are given advance notification that penalties for late payment will once again be applied. He then noted that since the online bill payment portal went live on December 4, 2020, over 800 customers have enrolled in the portal. Gregory then informed the Board that the 1095-B forms were mailed to employees prior to the March 2, 2021 deadline and the forms were also filed electronically with the IRS prior to the deadline.

George & Milot 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, Formica-yes, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-yes, Zola-absent (Passed 8-0-1)

Engineer's Report – During the Work Session, Robert Dougherty referenced a written report that was sent to the Board. He reported that base mapping continues in Hazleton Area 2 & 3 for the design of the Locust Street CSO Separation Project. He said manholes in the project area would need to be opened so pipe invert levels can be recorded. He then stated that the LSA Grant extension was approved for the Hazleton Area 10 work. He said the new deadline is June 30, 2022 and he is currently working on the bid documents for corrective work in that drainage basin.

During the Work Session, Rachel Govelovich referenced a written Engineer's Report that was distributed to the Board. She reported that DEP has indicated they will soon be releasing a new draft NPDES Permit to the Authority. She said they indicated that upgrade of the Authority's Long Term Control Plan (LTCP) would be included as a requirement in the new permit, which is a very large planning task. She then reported on the Incinerator Project. She said interest during construction will be added to PENNVEST submission #8 that is being worked on by her staff. Rachel reported on one remaining construction related issue, which is operation of the roof spray system. She said a conference call with SUEZ is scheduled to review ideas of how to correct the issue with roof spray system operation. She said the O&M Manuals and As-Built drawings from Ronca are still open items that need to be received before that contract can be closed. Rachel reported that the Continuous Emissions Monitoring Equipment (CEMS) received certification from DEP, which means the 2020 Quarter #3 and Quarter #4 CEMS reports are now due to be submitted by April 14, 2021. Rachel then informed the Board that the annual RATA Test is due to be completed by the end of July 2021, so the test will be scheduled for July 2021. Rachel also stated that stack testing took place the week of January 25, 2021 and the draft Stack Test Report was received from the stack testing company, Montrose Air Quality Services, on March 10, 2021. She said the results of the stack test showed exceedances on one of the three test runs for Cadmium and Dioxins/Furans, but there was no indication of an operational issue during that test run. She said there is not enough information to support DEP allowing Run #1 data to be voided. She also noted that Montrose did not acquire enough sample in Run #1 for Hydrogen Chloride, so they will be re-testing that parameter at their own expense. Rachel noted that the Authority must respond to DEP by March 29, 2021 regarding the exceedances and retest plan, so she requested the Board approve a retest by Montrose at this meeting due to the regulatory time constraints. Board Member Ammon asked what happens if the test fails

again and is there any way to determine what happened with the failed test. Jasmine Sodemann responded that were the Authority to fail this test again, a re-test would continue to be required until emissions limits are met. She said they analyzed the data and could find no reason for the exceedances. She said the sludge had the same characteristics as Runs #2 & #3, which both passed, and operationally the equipment all appeared to be working correctly. Jasmine noted that these are very low limits to meet and after averaging the three test runs the Authority was only slightly above the limit. Board Member Sullivan asked if a pre-test could be performed. Jasmine responded that a pre-test could not be performed for these pollutants.

Rachel then reported that the Annual Biosolids Report was submitted and the other required annual reports would be submitted prior to their deadlines as listed in the written Engineer’s Report.

Formica & Grink moved to accept the Engineer’s Report.

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

Solicitor’s Report – Attorney Ustynoski stated that in addition to what was reported in executive session during the Work Session, he requested the Board move to Executive Session to discuss a legal issue. **Milot & Grink** moved to enter Executive Session to discuss a legal issue. Passed: Aye-8, Nay-0, Absent-1

After the Board moved out of Executive Session, **George & Gallagher** moved to accept the Solicitor’s report.

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

BILLS AND CREDITS

George & Gallagher moved to approve payment of Gannett Fleming, Inc. invoices and requisitions through February 26, 2021, totaling \$9,298.75 as listed in the following table:

<u>Requisition#</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
Operating Fund	051153.A*111080	Annual Service Work	2,601.65
Operating Fund	051153.B*111081	Attending Authority Meetings	232.41
Operating Fund	051153.C*111082	Chapter 94 Report	275.72
Operating Fund	051153.E*111083	CSO Work	701.81
Operating Fund	051153.04*111078	2020 SCADA Upgrade	741.76
Operating Fund	051153.39*111079	2020 WWTP Improvements	4,745.40
Total			9,298.75

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

Formica & Gallagher moved to approve payment of Gannett Fleming, Inc. Invoice #048847.C0*111077, in the amount of \$14,736.94, for professional services rendered through February 26, 2021 relative to the following Incinerator Project items: Incinerator-Air Permitting during Construction (\$5,500.27), Construction Administration (\$6,623.67) and Air Permitting-1st Year after Startup (\$2,613.00).

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

Gallagher & Sullivan moved to authorize payment from the Operating Fund for Operating and Administrative Expenses (\$268,690.23); Construction in Progress (\$36,970.13); Debt Service (Series 2020- Bond) (\$122,200.00); 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 February 2021.

Roll Call: Ammon-no*, Formica-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 bills except those for the HCA for which he abstains.*

Gallagher & Sullivan moved to approve issued credits report totaling \$58.34 from the month of February 2021.

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

NEW BUSINESS

George & Formica moved to approve the proposal from Montrose Air Quality Services in the lump sum amount of \$23,490.00, for Sludge Incinerator Subpart LLLL Compliance Re-testing for Cadmium and Dioxins/Furans due to the non-compliant test result from the January 25, 2021 through January 28, 2021 sample event. This motion is conditioned upon the result of pending investigations of the January 26, 2021 Run #1 sample results and the outcome of discussions with PADEP for disqualifying Run #1 from January 26, 2021.

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

Chairman Sherrock stated that he was reviewing the Committee assignments for 2021 and would be making changes to the Committees. He said that he would get the information to Mr. Olander for distribution to the Board. He also said that he wanted the Restructuring Committee to meet with Management in the near future for a review of staffing needs.

Milot & Gallagher moved to adjourn.

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


The regular meeting was adjourned at 7:03 PM

The next scheduled Work Session will be Wednesday, April 21, 2021 at 6:30 PM

The next scheduled Regular Monthly Meeting will be Monday, April 26, 2021 at 6:30 PM

Respectfully submitted,

Greater Hazleton Joint Sewer Authority



Gregory Olander, Assistant Secretary