

The April 26, 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.

April 21, 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 – 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
¹ Lisa Ninotti – UGI Energy Services	

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George – Present ¹	Grink – Present ¹	Milot – Present ¹
Sherrock – Present ¹	Sullivan – Present ¹	Zola – Absent

Also in Attendance during Regular Meeting:

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 via Videoconference

PUBLIC COMMENT

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

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

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

Director of Operations Report - MONTHLY FLOW REPORT

	<u>March 2021</u>		<u>Year to Date</u>		
			<u>Total</u>		<u>Average</u>
Total Flow	333,804,130	Gallons	773,790,481	Gallon	xxxxx
Total Flow Bypassed	10,260,452	Gallons	14,519,466	Gallon	xxxxx
Days Flow Bypassed	4	Days	7	Days	xxxxx
Total Flow Treated	323,543,678	Gallons	759,271,015	Gallon	xxxxx
Average Minimum	7.8	MGD	xxxxx	xxxxx	5.8 MGD
Average Maximum	14.3	MGD	xxxxx	xxxxx	11.5 MGD
Average Daily Flow	10.4	MGD	xxxxx	xxxxx	8.4 MGD

During the Work Session, the Director of Operations, Christopher Carsia, introduced Lisa Ninotti of UGI Energy Services to discuss natural gas commodity pricing and contract options with the Board. Christopher stated that due to the autogenous burn in the incineration process, the natural gas usage under the current contract is significantly lower than originally anticipated. He said Ms. Ninotti is attending the meeting to discuss the different rate structures with the Board. Ms. Ninotti explained that the natural gas market is in a very favorable condition to lock in low pricing even at a lower rate tier. She said current pricing is 2.67 cents, 2.54 cents, and 2.498 cents for contract terms of 12, 24, and 36 months respectively. Christopher recommended the Board consider the 36-month term since it currently has the lowest price. He noted that the contract would be for the treatment plant, administration building, and Road Crew storage building only because usage at the two small pump stations in Hazleton City is too low to be considered as part of this contract.

Christopher then reviewed the wastewater flows for March 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 34.124 million gallons with 10.26 million gallons of treated outflow diverted at the treatment plant. He said approximately 2.127 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 333.8 million gallons with approximately 323.5 million gallons being treated. He also stated that the average daily flow to the treatment plant for the month increased to 10.4 MGD, which increased the year-to-date average daily flow to 8.4 MGD.

Christopher reported that the revenues for March 2021 were \$1,063,262.11, which was a 7.3% increase from the prior year. He said the billing for hauled waste received in March totaled \$188,914.08, which is a decrease of 4.0% from the same month in the prior year.

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 due to the surging number of positive cases in the county over the past month, he is recommending the Board postpone Act 537 engineering presentations until June 2021 at the earliest.

Christopher then reported that Authority staff had a conference call to review the new draft NPDES Permit with representatives at Gannett Fleming to develop comments based on the Authority's concerns for future operational costs. He said the comments were sent to the Board for their review and he said a response letter will be drafted to submit to DEP prior to expiration of 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 140 linear feet of pipe was replaced in that area and backfilling will continue for the next few weeks. He noted that another sinkhole developed on the same line on Allen Street and after walking the line, an additional 700 linear feet of pipe needs to be replaced. He said all the original sections of this line are in need of replacement and he noted that the repairs near the high school would need to be done over the summer months for the next two years, when school is not in session, due to the amount of work required.

Gregory Olander reported that the Maintenance Department staff replaced worn bearing blocks in Hauled Waste Raptor #2 and they will be changing the bearings in Raptor #1 in the near future. He said in addition to other numerous maintenance and repair items, they also completed replacement of the Muffin Monster grinder equipment at the Cranberry Pump Station, which required rigging to remove the old unit. He said they were also working on wiring for the 2020 WWTP Improvement project since the electrical work was being performed in-house. He said the maintenance staff was wiring for replacement solenoids with actuated ball valves for control of the incinerator roof spray system. He noted that the incinerator Stack Test rerun for cadmium and dioxins/furans was scheduled for the week of May 17th. He also reported that seven (7) of the nine (9) incinerator related training modules are now complete and Gene Zynel is finalizing the final two modules (inspection/maintenance and regulations) currently in development with the 360water, Inc. training company.

Gregory then reported that Optimum Controls Corporation (OCC) is in the final stages of the SCADA Server Upgrade Project. He said they still are fine tuning time synchronization of the network with the PLCs and working to correct remaining issues with incinerator reports. He said the project should be ready to close-out next month. Gregory then reported on the 2020 WWTP Upgrade Project stating that the clarifier equipment will be delivered next week and the construction contractor has mobilized to begin work. 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 letters were sent to customers informing them that penalties for late payment will begin to be applied effective with the May 2021 bill. He then noted that since the online bill payment portal went live on December 4, 2020, nearly 1,000 customers have enrolled in the portal. Gregory then requested that the Board consider suspending acceptance of cash payments at the Authority's billing office. He outlined the numerous payment methods available for customers to pay their bill and said cash payments would still be accepted at any CheckFreePay location; however, a fee for paying cash would be applied apply by the CheckFreePay merchant. After some discussion, Gregory was instructed to change the bill payment policy so cash is no longer a direct form of payment at the Authority's billing offices. Gregory said he would soon prepare something for the Board to approve.

Gregory reported on a few items contained in the draft NPDES Permit. He said the new permit contains a schedule to submit a revised Long Term Control Plan (LTCP) to the PADEP. He said that plan must include milestones and a schedule to complete projects to eliminate Combined Sewer Overflows (CSOs) in the system. He noted that elimination of CSOs may include any combination of the following: complete sewer separation, storing and treating the overflow at the treatment plant, or treating the overflow at a satellite treatment plant. He said this will be very costly and will take many years to accomplish. He also noted that a final report for the CSO Project at 6th & Ridge in Hazle Township, is required. He said the flow metering equipment is over 12 years old and has not been functioning consistently. He requested the Board consider replacement flow monitoring equipment for the site that can be installed without being submerged during overflow events.

Gregory then stated that the annual bid for wastewater chemicals will be advertised with a bid opening at the June meeting. Christopher Carsia then requested that the June work session be changed to June 28th and the regular meeting date be changed to June 30th due to a conflict. The Board agreed to make the change and have it advertised.

Sullivan & Formica 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 it will be coordinated to have the Road Crew open manholes in the project area to obtain pipe invert levels for the mapping. He then stated that the Hazleton Area 10 investigative and design work is continuing with about 80% of the work complete. He noted that so far 14 sanitary sewer to storm sewer connections have been identified and 30 storm sewer to sanitary sewer connections have been identified. He said approximately 500 to 600 linear feet of pipe would need to be replaced for this project.

During the Work Session, Rachel Govelovich referenced a written Engineer's Report that was distributed to the Board. She reported that DEP has released a new draft NPDES Permit to the Authority. She said meetings have been held with Authority staff to develop comments to the draft permit. She said Nick Sahd has compiled the comments and will have a response letter ready to send to DEP prior to the 30-day comment period deadline. 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 replacement valves have been selected and as soon as they are installed and tested, the project could be closed out. 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 out. Rachel then reported on Air Quality issues and said the Stack Test is scheduled for the week of May 17th. She stated that the NOV for failing the Stack Test was issued by email. Chairman Sherrock asked if a reason for the failure was ever determined. Rachel responded that there was no apparent change to incinerator operations from one run to another, and a reason for the failure could not be identified. She then said the CEMS quarterly reports for the third and fourth quarter of 2020 were sent to DEP, which include the raw data recorded by the CEMS. She said during that time, there were 5 instances of Carbon Dioxide exceedances. She said a response letter was sent to DEP explaining the reason for the exceedances and corrective action that has been implemented to prevent future occurrence. She noted that there have been no Carbon Dioxide exceedances so far in 2021. Rachel then informed the Board that the annual RATA Test is due to be completed in the third quarter, so the test will be scheduled for July 2021, if possible. Rachel stated that the other items in her written report such as the SCADA Upgrade and the 2020 WWTP Improvement Project were already reported on in the Directors' Report.

Rachel then stated that other required reports were to be submitted prior to their deadlines as listed in the written Engineer's Report and the Annual Operations Report will be worked on prior to the July

31, 2021 deadline for submission to the Trustee. She also noted that the Incinerator Shakedown Extension Request was submitted to DEP since results from the Stack Test will likely be received after expiration of the Shakedown Period on May 30, 2021.

Milot & Formica 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 – In addition to what was reported in executive session at the Work Session, Attorney Ustynoski stated that the revised Sewer Permit Application, Application Addendum, and Developer’s Agreement were completed and sent to the Board for review. He said Resolution 001 of 2021 is on the agenda to adopt the documents and new requirements concerning unconditional allocation of EDUs.

George & Grink moved to accept the Solicitor’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)

BILLS AND CREDITS

Gallagher & George moved to approve payment of Gannett Fleming, Inc. invoices and requisitions through April 2, 2021, totaling \$17,970.42 as listed in the following table:

<u>Requisition#</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
Operating Fund	051153.A*113134	Annual Service Work	2,480.81
Operating Fund	051153.B*113137	Attending Authority Meetings	348.62
Operating Fund	051153.C*113138	Chapter 94 Report	3,004.71
Operating Fund	051153.D*113139	Pretreatment Program	827.16
Operating Fund	051153.E*113140	CSO Work	1,619.86
Operating Fund	051153.T*113141	NPDES Permit Application	1,014.13
Operating Fund	051153.AG*113135	2020 LSA App Locust St CSO	116.21
Operating Fund	051153.AJ*113136	Wastewater Capacity Issues	759.45
Operating Fund	051153.04*113132	2020 SCADA Upgrade	3,280.73
Operating Fund	051153.39*113133	2020 WWTP Improvements	4,518.74
Total			17,970.42

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*113131, in the amount of \$18,565.86, for professional services rendered through April 2, 2021 relative to the following Incinerator Project items: Incinerator- PENNVEST (\$495.33) Incinerator- Air Permitting during Construction (\$6,966.00), Construction Administration (\$7,331.85) and Air Permitting-1st Year after Startup (\$3,772.68).

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 approve Requisition B007 in the amount of \$182,189.46 and Requisition C233 in the amount of \$156,310.54 for payment of WesTech Engineering, LLC Invoice #80956 totaling \$338,500.00 for two (2) Model COPC1G 75' Clarifier Mechanisms and two (2) Model THS10B 28' Thickener Mechanisms due upon delivery of equipment.

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 authorize payment from the Operating Fund for Operating and Administrative Expenses (\$711,022.75); Construction in Progress (\$26,542.21); 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 March 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.*

Milot & Gallagher moved to approve issued credits report totaling \$517.91 from the month of March 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

Gallagher & Grink moved to approve the purchase of one (1) Hach Model FL1500 Flow Controller, one (1) Flo-Dar SVS Velocity Sensor with associated components, cables, and mounting hardware, for the total price of \$14,502.47, from Hach Company through PA DGS State Contract #020-002 (COSTARS) as listed in the quotation dated April 16, 2021 for installation at the Autumn & Ridge CSO Vortex Separator.

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

George & Gallagher moved to rescind the 218 EDU conditional sewer connection allocation issued by the Authority on March 8, 2021 to Blue Creek Investments, LLC for Hazleton Logistics Park Facility #1 (705 South Church Street, Hazleton, PA) and Facility #2 (PA Route 424 & Conahan Drive, Hazleton, PA).

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 & Grink moved to approve a 36-month contract with UGI Energy Services for the purchase of natural gas at the treatment plant, for the period August 2021 through July 2024, at a cost not to exceed \$2.489/DTM, conditioned upon Solicitor review and approval.

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

Grink & George moved to adopt Resolution 001 of 2021 to update procedures for administration and allocation of Sanitary Sewer Connections in the City of Hazleton and Borough of West Hazleton,

including updates to Developer's Agreements, Sanitary Sewer Permit Applications, Sewerage Permits, and the Application Addendum to the Sanitary Sewer Connection Permit.

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

Milot & Gallagher moved to enter executive session to discuss personnel issues related to the billing office.

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

After the Board moved out of executive session, Chairman Sherrock called for a Restructuring Committee Meeting to be held on Thursday, April 29, 2021 at 4:00 PM.

Milot & Grink moved to adjourn.

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

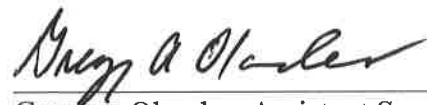
The regular meeting was adjourned at 6:52 PM

The next scheduled Work Session will be Wednesday, May 19, 2021 at 6:30 PM

The next scheduled Regular Monthly Meeting will be Monday, May 24, 2021 at 6:30 PM

Respectfully submitted,

Greater Hazleton Joint Sewer Authority



Gregory Olander, Assistant Secretary