

The August 25, 2021 regular monthly meeting of the Greater Hazleton Joint Sewer Authority was called to order by Chairman Sherrock at 6:30 PM. All participating in the meeting gave a pledge of allegiance.

August 23, 2021 Work Session Roll Call:

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

Also in Attendance during Work Session:

Gregory Olander – Director of Administration	Andy Nowak – Field Operations Manager
Christopher Carsia – Director of Operations	Attorney Joseph D. Ustynoski – Solicitor
¹ Rachel Govelovich, P.E. – Gannett Fleming	¹ Robert Dougherty, P.E. – RJD Engineering
Christopher Gibbons – Concord Public Finance	¹ Gene Zynel - Plant Operations Manager

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

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¹ Rachel Govelovich, P.E. – Gannett Fleming	¹ Robert Dougherty, P.E. – RJD Engineering
¹ via Videoconference	

PUBLIC COMMENT

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

Milot & Formica moved to approve the minutes of the July 26, 2021 Regular Monthly Meeting. Passed: Aye-8, Nay-0, Absent-1

OPENING OF BIDS FOR AREA 10 SEWER REPLACEMENT & REHABILITATION PROJECT

BIDDERS NAME	BID AMOUNT
Wexcon, Inc. Mohrsville, PA	\$384,120.00
James T. O'Hara Covington Township, PA	\$587,000.00
M&J Excavation, Inc. Bloomsburg, PA	\$775,000.00

Invited Guest

During the Work Session, Christopher Gibbons of Concord Public Finance made a presentation to the Board relative to an opportunity for Debt Service savings by refinancing PENNVEST Loan #27796 and Loan #58103. He references a handout provided to the Board showing an approximated total savings of \$981,000 in reduced debt service payments through the remainder of the loan term. He said interest rates are at historic lows, which allow for refinancing of the remaining PENNVEST principal balance totaling about \$19.7 million. He said there would be no additional term added to the repayment and annual debt service saving would be between \$85,000 and \$90,000 annually through the life of the loans. He asked if the Board was in favor of proceeding with the refinancing through either a fixed rate loan or a bond issue. Board Member Ammon asked for the interest rate in the PENNVEST Loans. Gregory Olander responded that the interest rate in 2.547%. The Board thanked Mr. Gibbons for his presentation and he exited the Work Session.

Pension Committee Report –

Board Member Grink reported on behalf of the Pension Committee stating that there was a 22% gain in the pension portfolio over the past 12 months and the plan has gained 7.1% since the new investment advisor from Morgan Stanley began managing the portfolio a few years ago. He said the recommendation is to hold steady with the current money manager and investment allocation levels. Christopher Carsia then reported that the committee discussed a few matters during the meeting including the retirement and approval of retirement benefits for one employee, the resignation of another employee, and the death of one of the Authority retirees. He noted that the original pension plan documents allowed for an employee to receive a one-time payment of up to \$5,000 if they terminate employment before they are eligible for retirement in lieu of freezing their benefits until they meet the minimum retirement age contained in the plan. He said the lump sum payment has not been increased for inflation since the plan inception in the 1970’s, so he recommended the payment be increased to \$25,000 and asked the Board to consider approval of the increased amount to update the plan. Christopher then noted that the Minimum Municipal Obligation (MMO) for 2022 was calculated by the actuaries at \$201,705.00 and he will certify that amount with the approval of the Pension Committee Report.

Gallagher & Milot moved to accept the Pension Committee 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)

Director of Operations Report - MONTHLY FLOW REPORT

	<u>July 2021</u>		<u>Year to Date</u>		
			<u>Total</u>		<u>Average</u>
Total Flow	<u>190,322,213</u>	Gallons	<u>1,596,169,470</u>	Gallon	xxxxx
Total Flow Bypassed	<u>3,564,051</u>	Gallons	<u>25,984,909</u>	Gallon	xxxxx
Days Flow Bypassed	<u>7</u>	Days	<u>23</u>	Days	xxxxx
Total Flow Treated	<u>186,758,162</u>	Gallons	<u>1,570,184,561</u>	Gallon	xxxxx
Average Minimum	<u>3.7</u>	MGD	xxxxx	xxxxx	<u>5.0</u> MGD
Average Maximum	<u>13.1</u>	MGD	xxxxx	xxxxx	<u>11.4</u> MGD
Average Daily Flow	<u>6.0</u>	MGD	xxxxx	xxxxx	<u>7.4</u> MGD

During the Work Session, the Director of Operations, Christopher Carsia, reviewed the wastewater flows for July 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 65.532 million gallons with 3.564 million gallons of treated outflow diverted at the treatment plant. He said approximately 5.524 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 190.3 million gallons with approximately 186.7 million gallons being treated. He also stated that the average daily flow to the treatment plant for the month was 6.0 MGD, which decreased the year-to-date average daily flow to 7.4 MGD.

Christopher reported that the revenues for July 2021 were \$1,160,221.29 which was a 4.8% increase from the prior year. He said the billing for hauled waste received in July totaled \$162,449.73, which is an increase of 1.6% from the same month in the prior year. Gregory Olander then reported that the overall customer collection rate for the fiscal year ending July 31, 2021 was 98.40% with a hauled waste collection rate of 100.31%.

Christopher then reported on a Notice of Violation (NOV) that was received from DEP following the second failed Stack Test for the Dioxin/Furan parameter. He said a written response outlining corrective measures to be taken was sent to DEP within the required timeframe. Rachel Govelovich gave a detailed explanation of the failed testing levels for Dioxins/Furans and also noted that the retest for Cadmium and Hydrogen Chloride both passed during the second Stack Test. She noted that the Granulated Activated Carbon (GAC) system is the air quality equipment that removes Dioxins/Furans and she said the Incinerator working group held weekly conference calls to discuss the matter. She said it was determined that the higher levels of Dioxins/Furans were most likely caused by old or fouled carbon. Gene Zynel noted that during investigation of the GAC carbon was found displaced near the air intake and excess moisture appears to have formed a crust on the carbon surface causing short circuiting through the unit. He also stated that the carbon was stored in a warehouse for about 4 years before it was installed and the incineration process was started. Rachel said replacement of the carbon in the unit is recommended to help reduce the levels to within permit limits. Gene then reported that there was also an issue with the Continuous Emissions Monitoring System (CEMS) pump not restarting after a power failure from a storm event. He said the operations staff did not notice the pump was off and; therefore, the pump did not obtain a representative sample to be sent to the DEP for a period of time following the power outage. He said once it was found, the pump was turned on and recalibrated. He noted that verification of the CEMS pump operation was added to the Plant Operator checklist to be performed every shift (3 times per day). Gene said that he is working with Jasmine Sodemann of Gannett Fleming regarding language in the permit that allows for data gaps during maintenance and calibration of the CEMS equipment, which should help eliminate some future occurrences and fees. Board Member Zola asked why there isn't an alarm or something to alert employees that there is a problem. Gene responded that there is a very small alarm light on the computer screen, but it is difficult to notice with all the other information on the several screens being monitored. He also noted that there is no audible alarm. Board Member Zola said to look into getting a more noticeable alarm and/or programming so the pump restarts automatically. Gene said he would look into those possibilities to correct the issue.

Gregory Olander then reported that the two (2) Secondary Effluent Pumps were ordered through COSTARS last week and they had a delivery date of 18 to 21 weeks. He said the parts list for the

Trojan UV4000+ is still being reviewed by the manufacturer's representative to determine which parts should be inventoried on-site. He informed the Board that he spoke with Paul Ravelli of SUEZ regarding the Authority hosting their annual Incineration Networking Event in 2022. He said Paul would come to the next Board meeting to make the request directly to the Board. Gregory then reported that the 2020 SCADA Upgrade Project is complete except for final signoff of the O&M manuals. He said once approved, the final payment estimate will be provided for Board approval. He then stated that additional sample results for the NPDES Permit renewal were sent to DEP for their consideration to remove a few parameters from the permit. He said the final permit should be released in the near future. Gregory then reminded the Board that the business office was reopened to walk-in customers on June 29, 2021; however, with the Delta variant of the COVID-19 virus, he was looking for direction on whether to remain opened. After some discussion, it was decided to keep the office opened for customers at this time with masks required for anyone not vaccinated.

Andy Nowak then reported that the work on the Authority 60-inch line near the Hazleton Area High School (HAHS) has been completed for this year. He said the Road Crew has been opening manholes in Hazleton CAP Area 3 to allow access for RJD Engineering to retrieve information needed to complete the separation design. He also noted that the Road Crew personnel have performed tank cleaning using the Vac Truck at the treatment plant.

Milot & 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 Regular Meeting, Robert Dougherty referenced a written report that was sent to the Board. He reported that post construction flow monitoring was ongoing in West Hazleton following the Area 2 Separation Project. He referenced a letter to the Board recommending the Hazleton CAP Area 10 Project be awarded to the low bidder, Wexcon, Inc. He also reported that base mapping continues in Hazleton CAP Area 2 & 3 for the design of the Locust Street CSO Separation Project and 50' scale field work sheets are being prepared. He said that the Allen Street Water Line Relocation Project design is ready to be released with a bid opening scheduled at the September meeting.

During the Work Session, Rachel Govelovich referenced a written Engineer's Report that was distributed to the Board. She reported that the additional sample results for six of the new parameters in the draft NPDES Permit were provided to DEP and the Authority is currently awaiting release of the final permit. Rachel reported on the Incinerator Project and stated that the annual Relative Accuracy Test Analysis (RATA) was completed and a report of test results will be submitted to DEP along with the quarterly CEMS Report, and NESHAPs Semi-Annual Report, which are due by the end of July. She said Payment Estimate #9 to 360water, Inc. in the amount of \$22,300.00 is on the agenda and recommended for payment. She then noted that the Authority did not receive funding in this round of LSA Grants as reported previously, but the work is being completed to re-submit another LSA Grant Application for the upcoming year for the same project.

Rachel also reported on the 2020 WWTP Improvement Project. She said the gravity thickeners mechanism installations were completed; however, there was a request from the Operations

Department to improve the access to the thickener walkways, which are much higher than the original walkways that were removed. Gregory Olander stated that quote was obtained from the contractor to install a foundation, pad, and two sets of stairs to access the walkways in a safe manner. He said the change order in the amount of \$26,279.00 was on the agenda for the Board’s consideration as a design improvement. Rachel then reported that the concrete piers supporting the walkway at the end of the Aeration Tanks were in much worse condition than could be initially identified. Gregory showed the Board slides of the deteriorated concrete in need of additional repair. He said the contractor estimated that both sides of the Aeration Tank will need repairs. He also noted that the deteriorated concrete in locations throughout the plant have gotten much worse than when the walkthrough was conducted almost two years ago. He said there will be additional concrete repairs needed beyond those areas identified in the project documents, so the contractor will be performing the additional work as needed. Rachel then stated that 2020 WWTP Improvement Project Payment Estimate #4 to LB Industries, Inc., in the amount of \$66,343.50, was on the agenda and recommended for payment. She also stated that as previously discussed, Change Order #3 in the amount of \$26,279.00 was on the agenda and recommended for approval.

Rachel reported that she spoke with Scott Novatnak at DEP to schedule an Act 537 and Long Term Control Plan (LTCP) meeting with Authority staff and DEP in order to keep moving forward with long term planning for the Authority’s system. She then noted that the Annual Operations Report and the Engineer’s Certificate were submitted to the Trustee prior to the July 31, 2021 deadline to maintain compliance with the Trust Indenture.

Sullivan & Gallagher 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 he had nothing additional to report.

Gallagher & Milot 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 & Formica moved to approve payment of Gannett Fleming, Inc. invoices and requisitions through July 30, 2021, totaling \$18,491.24 as listed in the following table:

<u>Requisition#</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
Operating Fund	051153.A*120133	Annual Service Work	5,841.06
Operating Fund	051153.B*120136	Attending Authority Meetings	323.30
Operating Fund	051153.T*120137	NPDES Permit Application	515.45
Operating Fund	051153.AG*120134	Grants & Financing Locust St CSO	701.51
Operating Fund	051153.AJ*120135	Wastewater Capacity Issues	1,581.71
Operating Fund	051153.39*120132	2020 WWTP Improvements Project	9,528.21
		Total	18,491.24

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

Sullivan & Gallagher moved to approve payment of Gannett Fleming, Inc. Invoice #048847.C0*120148, in the amount of \$15,778.89, for professional services rendered through July 30, 2021 relative to the following Incinerator Project items: Air Permitting during Construction (\$3,293.39), Construction Administration (\$1,293.20) and Air Permitting-1st Year after Startup (\$11,192.30).

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 Requisition #C239 payable to 360water, Inc. in the amount of \$22,300.00, for Payment #9 for the development and hosting of interactive online training modules for the Fluidized Bed Incinerator. Original Contact price was \$148,000.00. Total of payments made to date including this payment is \$142,150.00, which leaves a balance of \$5,850.00.

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 approve Requisition #C240 payable LB Industries, Inc. in the amount of \$66,343.50, for Payment Estimate #4 of the 2020 WWTP Improvements Project. The original contract price was \$549,510.00. Add for Change Order #1 & #2 (\$20,960.00) for a total contract price of \$570,470.00. The total of payments made to date including this payment is \$207,756.90, which leaves a balance of \$362,713.10.

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 & Formica moved to authorize payment from the Operating Fund for Operating and Administrative Expenses (\$747,844.95); Construction in Progress (\$30,196.16); Transfers to Other Authority Accounts (\$938,075.59); 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 July 2021.

Roll Call: Ammon-no, Formica-yes, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-yes, Zola-yes (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 \$83.39 from the month of July 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 & Formica moved to approve a sewage connection allocation for one (1) EDU, at 230 gallons per EDU, in the City of Hazleton to John Correia for property located at 1501 Terrace Boulevard, as described in the sewage permit application package.

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

Gallagher & Sullivan moved to authorize advertisement of a bid opening on September 27, 2021 for the Allen Street Utility Relocation Project, to relocate utilities conflicting with the pending CSO line replacement work, as recommended by RJD Engineering.

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 & Milot moved to amend the Defined Benefit Pension Plan documents to increase the \$5,000.00 threshold limit buyout option to \$25,000.00 for any qualifying participant of the Plan that resigns or is terminated from their employment at the Authority and is under the minimum retirement age of 55. The threshold limit amount has not been increased since the Plan's inception in the 1970's.

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 issue Notice of Award to the apparent low bidder, Wexcon, Inc. of Mohrsville, PA, for the lump sum base bid of \$384,120.00 for the Area 10 Sewer Rehabilitation and Replacement Project bid as recommended by the Engineer.

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 & Formica moved to approve Change Order #3 of the 2020 WWTP Improvements Project in the amount of \$26,279.00, to LB Industries, Inc., for materials, fabrication, and labor to add two (2) sets of stairs and handrails with new concrete foundations and concrete walkways on Gravity Thickeners #1 & #2 to provide safe access to the catwalks on the new mechanisms as recommended by the engineer and Authority Management.

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 & Sullivan moved to approve the engagement of Concord Public Finance with representation by Christopher Gibbons to represent the Authority in refinancing the PENNVEST Loan #27769 and Loan #58103 for a cost of \$28,500.00, plus actual, reasonable out-of-pocket expenses, and an amount not to exceed \$4,000.00 for coordination and printing of Preliminary and Final Official Statements. The Board authorizes Concord Public Finance to move forward with the refinancing with a bond issue provided the savings is equal to or greater than 3% of the outstanding principal balance, which is currently \$580,681.00

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

Sullivan & Gallagher moved to appoint Eckert Seamans Cherin & Mellott, LLC, with representation by Attorney Jennifer Caron and Attorney Pete Carlucci, as Bond Counsel with respect to the upcoming refinancing of the PENNVEST Loan #27769 and Loan #58103 for a fixed fee not to exceed \$43,000 for a bond issue inclusive of costs and expenses with terms and conditions as contained in the Engagement Letter dated August 24, 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)

Milot & Gallagher moved to adjourn.

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

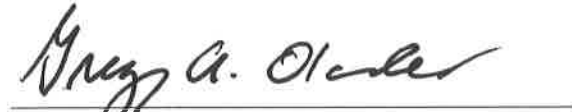
The regular meeting was adjourned at 6:41 PM

The next scheduled Work Session will be Wednesday, September 22, 2021 at 6:30 PM

The next scheduled Regular Monthly Meeting will be Monday, September 27, 2021 at 6:30 PM

Respectfully submitted,

Greater Hazleton Joint Sewer Authority



Gregory Olander, Assistant Secretary