

The September 27, 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.

September 22, 2021 Work Session Roll Call:

Ammon – Absent <sup>2</sup>	Formica – Present	Gallagher – Present
George – Present <sup>1</sup>	Grink – Present <sup>1</sup>	Milot – Present
Sherrock – Present	Sullivan – Present	Zola – Present <sup>1</sup>

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
Rachel Govelovich, P.E. – Gannett Fleming	<sup>1</sup> Robert Dougherty, P.E. – RJD Engineering

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George – Present <sup>1</sup>	Grink – Present <sup>1</sup>	Milot – Present
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Also in Attendance during Regular Meeting:

Gregory Olander – Director of Administration	Andy Nowak – Field Operations Manager
<sup>1</sup> Christopher Carsia – Director of Operations	Attorney Joseph D. Ustynoski – Solicitor
<sup>1</sup> Rachel Govelovich, P.E. – Gannett Fleming	Christopher Gibbons – Concord Public Finance
Attorney Jennifer Caron – Eckert Seamans	David Payne – PNC Capital Markets

<sup>1</sup> via Videoconference

<sup>2</sup>Mr. Ammon entered the Work Session via Zoom during the Director of Operation's Report

**PUBLIC COMMENT**

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

**Milot & Gallagher** moved to approve the minutes of the August 18, 2021 Pension Meeting.  
Passed: Aye-9, Nay-0, Absent-0

**Milot & Formica** moved to approve the minutes of the August 25, 2021 Regular Monthly Meeting. Passed: Aye-9, Nay-0, Absent-0

**Gallagher & Milot** moved to approve the minutes of the September 7, 2021 Special Meeting.  
Passed: Aye-9, Nay-0, Absent-0

**OPENING OF BIDS FOR ALLEN STREET WATERLINE RELOCATION PROJECT**

BIDDERS NAME	BID AMOUNT
Wexcon, Inc. Mohrsville, PA	\$64,229.00

C.E. Ankiewicz Mountaintop, PA	\$73,418.00
Don E. Bower, Inc. Berwick, PA 18603	\$81,351.15
Linde Corporation Pittston, PA	\$93,515.00
M&J Excavation, Inc. Bloomsburg, PA	\$250,000.00

#### Invited Guests

During the Regular Meeting, Christopher Gibbons of Concord Public Finance referred to a written report that was distributed to the Board along with the Preliminary Official Statement (POS), which showed the final pricing for the 2021 Bond being issued in the gross amount of \$16,955,000. He said the Authority will save a total of \$1,138,851.04 net of fees through reduced annual debt service over the next 11 years by refinancing two (2) PENNVEST loans, without extending the payment terms. He noted that the Authority once again received a strong A1 rating from Moody's due to the Authority's healthy financial condition. He stated that the bonds were priced by PNC Capital Markets in a tough rate environment due to recent rate increases over the past few days. He showed that the savings to be realized by a reduction of the debt service payment amounts is approximately \$100,000 per year. David Payne of PNC Capital Markets, the underwriter for the Bond Issue, then noted that the bond market has been volatile over the past 10 days. He said the team has been pushing to get the pricing for approval today since the market is at a near low. He said if the Authority would have waited on approving the Bond Issue, the return would not have been as good as what is reflected in the final numbers that were presented. Attorney Jennifer Caron representing the Authority's Bond Counsel, Eckert Seamans, then echoed the comments of the other invited guests. She stated that an authorizing resolution is on the agenda for the Board consideration. She said adopting the resolution, will among other things, approve the 2021 refinancing, approve issuance of sewer revenue bonds, accept the bond purchase agreement, approve the fifth supplemental indenture, appoint the Trustee, approve the Continuing Disclosure Statement, approve use of the Official Statement to market the bonds, authorize Assured Guarantee as the bond insurer, and authorize officials to complete the closing and sign all documents. She informed the Board that a pre-closing will be held on October 21, 2021 with the final closing scheduled for October 27, 2021 when the funds will be transferred and the PENNVEST loan balances will be paid-off. Chairman Sherrock thanked the refinancing team and asked for a motion to approve #17 on the agenda.

**Sullivan & Formica** moved to adopt the Resolution 003 of 2021 as presented, authorizing, among other things, the issuance of sewer revenue bonds to refund certain outstanding indebtedness of the Authority held by the Pennsylvania Infrastructure Investment Authority in order to achieve debt service savings.

Roll Call: Ammon-no, Formica-yes, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-yes, Zola-yes (Passed 8-1)

### Director of Operations Report - MONTHLY FLOW REPORT

	<u>August 2021</u>		<u>Year to Date</u>		
			<u>Total</u>		<u>Average</u>
<b>Total Flow</b>	<b>255,300,055</b>	<b>Gallons</b>	<b>1,851,469,525</b>	<b>Gallon</b>	<b>xxxxx</b>
<b>Total Flow Bypassed</b>	<b>20,431,471</b>	<b>Gallons</b>	<b>46,416,380</b>	<b>Gallon</b>	<b>xxxxx</b>
<b>Days Flow Bypassed</b>	<b>8</b>	<b>Days</b>	<b>31</b>	<b>Days</b>	<b>xxxxx</b>
<b>Total Flow Treated</b>	<b>234,868,584</b>	<b>Gallons</b>	<b>1,805,053,145</b>	<b>Gallon</b>	<b>xxxxx</b>
<b>Average Minimum</b>	<b>5.1</b>	<b>MGD</b>	<b>xxxxx</b>	<b>xxxxx</b>	<b>5.0 MGD</b>
<b>Average Maximum</b>	<b>14.2</b>	<b>MGD</b>	<b>xxxxx</b>	<b>xxxxx</b>	<b>11.7 MGD</b>
<b>Average Daily Flow</b>	<b>7.6</b>	<b>MGD</b>	<b>xxxxx</b>	<b>xxxxx</b>	<b>7.4 MGD</b>

During the Work Session, the Director of Operations, Christopher Carsia, reviewed the wastewater flows for August 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 94.640 million gallons due to the heavy rains with 19.943 million gallons of treated outflow diverted at the treatment plant. He said approximately 6.659 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 255.3 million gallons with approximately 234.9 million gallons being treated. He also stated that the average daily flow to the treatment plant for the month was 7.6 MGD.

Christopher reported that the revenues for August 2021 were \$929,020.18 which was a 5.4% decrease from the prior year. He said the billing for hauled waste received in July totaled \$152,363.43, which is an increase of 1.7% from the same month in the prior year. He stated that the sewer customer collection rate for August 2021 was 90.4% with a hauled waste collection rate of 110.3%. Gregory Olander stated that he created these reports to identify trends in collections and the report worked because during input of the data, he noticed that the commercial customer collections was below 25% for the month, which triggered him to contact the bill processor. He said there was a glitch during file transfer and the bill processor did not send the commercial bills dated July 31, 2021. Gregory said the bills have since been sent to the customers and penalties that had been applied for late payment were reversed. He said this is the first time in 11 years something like this happened, but he is glad it was identified and corrected quickly.

Christopher then reported that due to the lower usage, the new UGI Energy contract amount was reduced from 20,000 dekatherms (dth) to 6,500 dth to minimize the need to sell unused natural gas at market pricing. He also said the contract with UGI, Inc. for distribution is set at 3,500 dth because if the Authority does not use the contractual amount there is a penalty imposed. He noted that as long as the Authority continues to accept restaurant grease for disposal, there should not be a need for large quantities of natural gas in the incineration process.

Andy Nowak informed the Board that the new dump truck was ready for delivery and the four replacement vehicles discussed at a prior meeting are on the agenda for the Board's consideration. He said all pricing is through COSTARS for these replacement vehicles.

Gregory Olander then reported that he spoke with Paul Ravelli, the Sales Manager for SUEZ Technologies, Inc. regarding their request for the Authority to host the SUEZ annual incineration networking event in June 2022. Gregory said that Mr. Ravelli would be at the October 27<sup>th</sup> meeting to discuss the details directly with the Board. He then stated that all programming and backups have been completed for the 2020 SCADA Upgrade Project. He said there is a no cost time extension change order on the agenda along with the final payment estimate. He then reported on progress of the 2020 WWTP Improvements Project. He said repairs to Aeration Tank #1 were completed and he showed pictures of the completed repairs for the Board. He said Change Order #4 in the amount of \$13,195.00 is on the agenda for this additional repair work. He said the beam on Aeration Tank #2 was found to be in better condition and it did not need to be replaced. He noted that there are additional areas in the plant where the concrete is in need of repair and construction management is tracking the additional work being done, which will be documented in a future change order. He reported that the roof work is complete except for flashing on a few of the buildings and the replacement doors have also been installed. Gregory then stated that there is a change order in the amount of \$9,306.00 for LB Industries to remove Thickener Mechanism #1 with a crane, cut the concrete base by 3", reinstall the mechanism and restart the equipment. He said this work was necessary due to an elevation issue from the measurements taken by the equipment manufacturer's representative. Attorney Ustynoski stated that the Authority is communicating with the equipment manufacturer for reimbursement of costs. Gregory also noted that there were delays and additional installation work needed on Final Clarifier #4 due to an elevation issue. He said modification parts were provided by the equipment manufacturer to correct the problem, but additional costs were incurred by LB Industries. He said another change order for this work is being negotiated by construction management at this time.

**Gallagher & Sullivan** 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-yes (Passed 9-0)

**Engineer's Report** – During the Work Session, Robert Dougherty referenced a written report that was distributed to the Board. He said Notice of Award was sent to Wexcon, Inc. for the Hazleton CAP Area 10 Project. He said they submitted bonds and insurances, which were reviewed and approved so Notice to Proceed was sent to the contractor. He informed the Board that a construction meeting was scheduled for September 28<sup>th</sup>. He also reported that base mapping continues in Hazleton CAP Area 2 & 3 for the design of the Locust Street CSO Separation Project.

During the Work Session, Rachel Govelovich referenced a written Engineer's Report that was distributed to the Board. She reported that a meeting was held on September 22<sup>nd</sup> with representatives of the Permits and Planning Departments of PADEP. She said the meeting was a high-level discussion of how to proceed with the Act 537 Planning and how it relates to the update of the Long Term Control Plan (LTCP). She said Ed Woyden from the Gannett Fleming Valley Forge office has a great deal of experience with Act 537 Plans and LTCP development so he and

Scott Novatnak from PADEP lead most of the discussions. She said Ed and Scott seemed to be on the same page for the process moving forward. She said a schedule for completion of the LTCP must be submitted to PADEP along with whether the Authority will use the Demonstrative or Presumptive approach to determine compliance. She said once a method is chosen, the Authority cannot change methods, without updating the LTCP, and the schedule to correct all CSO issues to within compliance cannot be beyond December of the year 2041. She said a summary document of the pros and cons of each approach will be available for the October Board Meeting. She said the Authority must respond to PADEP on these issues so they can release the new NPDES Permit in November. She then noted that PADEP acknowledged that the Act 537 Plan and LTCP fall under separate regulations so although portions of the plans dovetail, they will be following two separate parallel tracks to completion. She stated that PADEP was made aware that the Authority would be leading the Act 537 planning effort with input from the municipalities' engineers for the data and needs of each entity. She stated that the next step is to have a pre-planning meeting with the Authority, PADEP, and all municipalities so each entity can be instructed on tasks they will be required to perform. Rachel also reported that, during the meeting, PADEP informed the Authority that the Water Quality Permit fees have increased from \$500 to \$10,000, but projects may be combined under one planning application provided each set of project plans are at least 60% complete.

Rachel then reported on the Incinerator Project and stated that the annual Relative Accuracy Test Analysis (RATA) report was submitted to DEP. She said the Stack Test Protocol was also submitted to PADEP in mid-September so the required 60 days before Stack Testing was met. She said PADEP will need to approve the Stack Test Protocol before the Authority may proceed with the test. She said the incinerator shakedown period expires on November 30, 2021; however, the Stack Test is currently scheduled for the week of November 15<sup>th</sup>, so an additional extension of the shakedown period is needed. She said the extension request documents will be prepared and submitted to PADEP at least 30 days before the shakedown period expires. She then stated that Payment Estimate #10, which is the final payment to 360water, Inc., in the amount of \$5,850.00, is on the agenda and recommended for payment.

Rachel reported that the 2020 SCADA Upgrades Project was complete and the final payment in the amount of \$42,366.45 is on the agenda and recommended for payment. She said the project close out documents will also be completed. She also informed the Board that the re-submission of an LSA Grant Application to pay a portion of the Area 2 & 3 CSO Separation Project is being completed and will be submitted, with the City of Hazleton as applicant, prior to the September 30, 2021 deadline.

Rachel also reported on the 2020 WWTP Improvement Project. She said in addition to what was reported by the Director of Administration, she wanted to inform the Board that Change Order #4 for the Aeration Tank #1 & #2 beam replacements was originally estimated to be over \$18,000, but the final change order amount was \$13,195.00. Rachel then stated that Payment Estimate #5 to LB Industries, Inc., in the amount of \$18,190.80 is on the agenda and recommended for payment.

**Sullivan & 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-yes (Passed 9-0)

**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.

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

## **BILLS AND CREDITS**

**Gallagher & Sullivan** moved to approve payment of Gannett Fleming, Inc. invoices and requisitions through August 27, 2021, totaling \$9,126.91 as listed in the following table:

<u>Requisition#</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
Operating Fund	051153.A*122426	Annual Service Work	2,607.29
Operating Fund	051153.B*122427	Attending Authority Meetings	242.48
Operating Fund	051153.04*122424	SCADA Server Upgrade	212.98
Operating Fund	051153.39*122425	2020 WWTP Improvements Project	6,064.16
Total			9,126.91

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

**Gallagher & Formica** moved to approve payment of Gannett Fleming, Inc. Invoice #048847.C0\*122423, in the amount of \$5,047.67, for professional services rendered through August 27, 2021 relative to the following Incinerator Project items: Air Permitting during Construction (\$3,869.15), Construction Administration (\$969.90) and Air Permitting-1<sup>st</sup> Year after Startup (\$208.62).

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

**Gallagher & Sullivan** moved to approve Requisition #C241 payable to 360water, Inc. in the amount of \$5,850.00, for Payment #10 (FINAL) for the development and hosting of interactive online training modules for the Fluidized Bed Incinerator as recommended by the Engineer. Original Contact price was \$148,000.00. Total of payments made to date including this payment is \$148,000.00, which leaves a zero balance.

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

**Formica & Gallagher** moved to approve Requisition #C242 payable LB Industries, Inc. in the amount of \$18,190.80, for Payment Estimate #5 of the 2020 WWTP Improvements Project as recommended by the Engineer. The original contract price was \$549,510.00. Add for Change Orders #1 to #3 (\$47,239.00) for a total contract price of \$596,749.00. The total of payments made to date including this payment is \$225,947.70, which leaves a balance of \$370,801.30.

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

**Gallagher & Formica** moved to approve Requisition #C243 payable to Optimum Controls Corporation in the amount of \$42,366.45, for Payment Estimate #2 (FINAL), which represents payment for 100% completion of the 2020 SCADA Upgrade Project. The original contract price was \$187,049.00. Add for Change Order #1 to #3 (\$5,483.00) for a total contract price of \$192,532.00. The total of payments made to date including this payment is \$192,532.00, which leaves a zero balance.

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

**Gallagher & Sullivan** moved to authorize payment from the Operating Fund for Operating and Administrative Expenses (\$609,324.41); Construction in Progress (\$43,592.60); Equipment and/or Office Equipment (\$157,550.00); Debt Service - Series 2020 Bond (\$169,000.00); 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 August 2021.

Roll Call: Ammon-no, Formica-yes, Gallagher-yes, George-yes, Grink-yes, Milot-yes, Sherrock-yes, Sullivan-yes, Zola-yes (Passed 8-1)

*\*Board Member Ammon votes no for all bills except those for the HCA for which he abstains.*

**Gallagher & Formica** moved to approve issued credits report totaling \$109.49 from the month of August 2021.

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

## NEW BUSINESS

**Gallagher & Formica** moved to approve Change Order #3 of the 2020 SCADA Upgrades Project, which is a no cost change order to extend the substantial completion date by 31 calendar days to May 8, 2021 and the final completion date by 213 calendar days to September 20, 2021 as recommended by the Engineer.

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

**Gallagher & Milot** moved to approve Change Order #4 of the 2020 WWTP Improvements Project in the amount of \$13,195.00, to LB Industries, Inc., for concrete beam replacement and effluent trough wall patching in the aeration tank 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-yes (Passed 9-0)

**Gallagher & Sullivan** moved to approve Change Order #5 of the 2020 WWTP Improvements Project in the amount of \$9,306.00, to LB Industries, Inc., for removing Thickener #1 mechanism with a crane, cutting 3” off support structure, reinstalling mechanism, and assisting WesTech with second startup 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-yes (Passed 9-0)

**Formica & George** moved to approve the purchase of one (1) Ludlum Model 702i Isotope Identifier from Atlantic Nuclear Corporation for the price of \$12,760.00 for identification of radiation isotopes in hauled waste loads and sludge/ash dumpsters at the treatment plant.

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

**Milot & Gallagher** moved to approve the purchase of one (1) 2022 Chevrolet Silverado 3500 Stake Body Truck for the total purchase price of \$44,298.00 from Bonner Chevrolet inc. of Kingston, PA, through DGS State Contract #025-300 (COSTARS), as listed in the quotation dated September 20, 2021.

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

**Formica & Gallagher** moved to approve the purchase of one (1) 2022 Ford Explorer Model XLT All-Wheel Drive vehicle for the total purchase price of \$39,294.38 from Rottet Motors Inc. of Tamaqua, PA, through DGS State Contract #026-133 (COSTARS), as listed in the quotation dated August 31, 2021.

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

**Milot & Gallagher** moved to approve the purchase of one (1) 2022 Ford Edge Model SEL All-Wheel Drive vehicle for the total purchase price of \$36,155.08 from Rottet Motors Inc. of Tamaqua, PA, through DGS State Contract #026-133 (COSTARS), as listed in the quotation dated August 31, 2021.

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

**Gallagher & Sullivan** moved to approve the purchase of one (1) 2022 Chevrolet Silverado 1500 Standard Bed Pickup Truck for the total purchase price of \$40,980.00 from Bonner Chevrolet inc. of Kingston, PA, through DGS State Contract #025-300 (COSTARS), as listed in the quotation dated September 21, 2021.

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

**Milot & Sullivan** moved to issue Notice of Award to the apparent low bidder, Wexcon, Inc. of Mohrsville, PA, for the lump sum base bid of \$64,229.00 for the Allen Street Water Line Relocation Project as recommended by the Engineer and contingent upon receipt of satisfactory bonds and insurances.

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

**Milot & Gallagher** moved to adjourn.

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

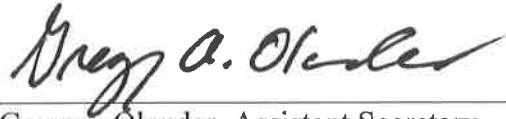
The regular meeting was adjourned at 6:52 PM

The next scheduled Work Session will be Monday, October 25, 2021 at 6:30 PM



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

Respectfully submitted,  
**Greater Hazleton Joint Sewer Authority**



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Gregory Olander, Assistant Secretary