

The October 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.

October 25, 2021 Work Session Roll Call:

Ammon – Present ¹	Formica – Present	Gallagher – Present ¹
George – Present ¹	Grink – Present ¹	Milot – Absent
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	¹ Attorney Joseph D. Ustynoski – Solicitor
Rachel Govelovich, P.E. – Gannett Fleming	¹ Robert Dougherty, P.E. – RJD Engineering

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Also in Attendance during Regular Meeting:

Gregory Olander – Director of Administration	Andy Nowak – Field Operations Manager
Christopher Carsia – Director of Operations	Attorney Joseph D. Ustynoski – Solicitor
¹ Gene Zynel – Plant Operations Manager	¹ Rachel Govelovich, P.E. – Gannett Fleming
¹ Dr. Anthony Valente – Lehigh Valley Health	¹ Paul Ravelli – Suez Treatment Solutions, Inc.

¹ via Videoconference

PUBLIC COMMENT

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

INVITED GUESTS

During the Regular Meeting, Chairman Sherrock introduced Dr. Anthony Valente, the Chief Medical Officer for the Lehigh Valley Hospital – Hazleton for a discussion on COVID-19 protocol and health issues observed in the Hazleton Area. Dr. Valente instructed the Board on the difference between isolation and quarantine and he reviewed the current CDC guidelines for each protocol. He was asked if an employee should be required to provide a negative test result to return to work. He responded that the guidelines allow for an end to isolation following 10 days from when the symptoms first appeared assuming there is no fever and other COVID symptoms do not worsen. He said after 10 days the virus does not replicate and tests may produce a positive result for months after a person is no longer contagious; therefore, a negative test result is not necessary. Vice Chairman George asked if additional safety measures are required given the location is a wastewater treatment plant. Dr. Valente stated that the virus is not easily transmitted by surface contact, so limiting close contact would be most effective course of action. He also stated that getting vaccinated is the best bet to keep yourself and others safe. Board Member Grink asked what to do if you came in close contact with someone who had COVID-19. Dr. Valente responded that you should quarantine for 7 days, get a negative result from a test taken between 5 days and 7 days from the exposure, and be symptom free. Board Member Zola asked if rapid tests are

acceptable. Dr. Valente responded that he recommends getting a standard test. The Board Members and other participants thanked Dr. Valente and he exited the meeting.

During the Regular Meeting, Gregory Olander introduced Paul Ravelli, NE Regional Business Manager for SUEZ Treatment Solutions to discuss the request to co-host the Incineration networking event with the Authority. Mr. Ravelli referenced a power point presentation and he noted the other locations SUEZ has held the event since its inception in 2014. He also gave a summary of the schedule for the proposed two-day event. He said the Authority would need to put together a 1-1 ½ hour long presentation and allow for a tour of the facility on day two of the conference. He noted that SUEZ would cover the cost of the event and would arrange for meals for the attendees. Board Member Sullivan asked how many people are expected to attend and what the dates are in June for the event. Mr. Ravelli responded that he expects 50 to 60 people in person with an additional 60 or so attending virtually. He said the dates would not be confirmed until January 2022. He noted that it would be good public relations for the Authority given that this facility will be only 1 of 3 in the country to meet the MACT – LLLL Federal air emission standards. There was a brief discussion and the Director of Administration was asked to put the authorization on the agenda for next month. Mr. Ravelli thanked the Board and exited the meeting.

Formica & Sullivan moved to approve the minutes of the September 27, 2021 Regular Monthly Meeting. Passed: Aye-8, Nay-0, Absent-1

Director of Operations Report - MONTHLY FLOW REPORT

	<u>September 2021</u>		<u>Year to Date</u>		
			<u>Total</u>		<u>Average</u>
Total Flow	<u>322,817,181</u>	Gallons	<u>2,174,286,706</u>	Gallon	xxxxx
Total Flow Bypassed	<u>39,774,260</u>	Gallons	<u>86,190,640</u>	Gallon	xxxxx
Days Flow Bypassed	<u>9</u>	Days	<u>40</u>	Days	xxxxx
Total Flow Treated	<u>283,042,921</u>	Gallons	<u>2,088,096,066</u>	Gallon	xxxxx
Average Minimum	<u>7.0</u>	MGD	xxxxx	xxxxx	<u>5.2</u> MGD
Average Maximum	<u>16.1</u>	MGD	xxxxx	xxxxx	<u>12.2</u> MGD
Average Daily Flow	<u>9.4</u>	MGD	xxxxx	xxxxx	<u>7.6</u> MGD

During the Work Session, the Director of Operations, Christopher Carsia, reviewed the wastewater flows for September 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 167.8 million gallons due to the heavy rains with 39.774 million gallons of treated outflow diverted at the treatment plant. He said approximately 11.413 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 322.8 million gallons with approximately 283 million gallons being treated. He also stated that the average daily flow to the treatment plant for the month was 9.4 MGD, which increased the average daily flow to 7.6 for the calendar year.

Christopher reported that the revenues for September 2021 were \$1,075,489.19 which was an 8.7% increase from the prior year. He said the billing for hauled waste received in September totaled \$145,656.88, which is an increase of 2.2% from the same month in the prior year. He stated that

the sewer customer collection rate for September 2021 was 95.38% with a hauled waste collection rate of 113%.

Christopher then reported that due to the higher commodity price of natural gas, the Authority received a credit from UGI Energy when it sold the unused portion of gas from the contract. He also said that he is waiting for the two-year executed contract from UGI, Inc. for distribution, which he expects to have in early December.

Christopher stated that he is putting together the Request for Proposal (RFP) for hauling of sludge, flyash, and grit for the upcoming calendar year. He said the RFP would be advertised with a bid opening at the November 17, 2021 Work Session so the Board could review bids and possibly approve the new contract at the regular meeting on November 22, 2021.

Andy Nowak informed the Board that the Road Crew has been working on manhole repairs and replacements to keep ahead of the paving projects scheduled throughout the service area with rebuilding and reconstructing as the focus.

Gregory Olander then reported on a few maintenance items. He said a few broken diffusers and piping were replaced while the Aeration Tank #2 was out of service and since last month, most of the work was directly related to the incinerator shutdown, on which Gene Zynel will be reporting. He said the stack test was postponed tentatively until mid-December provided DEP completes their review of the testing protocol. He said beneficial re-use of incinerator fly-ash was being researched and he asked a representative of a biosolids consulting firm, Material Matters, to send a proposal to perform the necessary work to begin the process. He said the representative will be at the November 17th Work Session to go over the process and the proposal with the Board.

Gregory then reported on the 2020 WWTP Improvements Project noting that the dry start-up of the Secondary Clarifier #4 was completed on October 19, 2021 and the wet startup is scheduled for October 26, 2021. He said the Primary Pump Station stairs were installed and roofing work was also completed. He said there was an issue with the measurements taken by WesTech on Secondary Clarifier #4, so the installation contractor, LB Industries, sent a change order for additional work caused by the incorrect measurement. He said the change order is being reviewed by Construction Management and WesTech and it will be provided to the Board once reviewed. Gregory then notified the Board that after discussions with the operations department and the engineer, a suspension of work by owner notice was sent to LB Industries to inform them that Secondary Clarifier #3 would not be taken out of service because the colder weather and freeze/thaw cycles would likely cause damage to the tank and piping.

Gregory then reported that the Authority received notice from its primary and secondary landfill that the tipping fees are increasing by \$2.00 per ton to CES Landfill and \$2.50 per ton to Keystone Landfill effective January 1, 2022. He said landfill tipping fees have been steadily increasing each year. He also reported that the health insurance premiums for 2022 will be increasing by 12.6%. He said a packet was received from Benecon showing the Authority's claims usage, which exceeded its funding in 2020 and 2021. He said the premium is set in part from the group's usage. He said at current staffing levels, the annual impact will be approximately \$68,000.

During the regular meeting, Gene Zynel reported on the annual incinerator shutdown, which began on September 27, 2021. He said there was a lot of work performed over a 19 day period including a complete change-out of activated carbon in the GAC, work to fix air and water leaks, maintenance of motors and pumps, repair of refractory joints and lining of entry hatches, repair/rehabilitation of the cake pumps, cleaning/inspection of numerous incineration system components, and instrument calibrations. He said the Fats, Oils, and Grease (FOG) tank was also taken offline for a thorough cleaning and pump maintenance. Gene noted that the incineration and air emissions equipment was found to be in good condition with very little buildup or scale on the internal components. He commended Steve Delman and the Authority's Maintenance Department personnel for keeping to a very strict schedule so all the work could be completed in under a month. He said the incinerator began pre-heat and start-up on October 22, 2021, which is one of the shorter maintenance shutdowns of which he is aware. He noted that the incineration process has been autogenous since start-up and he is hopeful the stack test will yield good results with the new carbon installed.

Sullivan & Grink 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-absent, Sherrock-yes, Sullivan-yes, Zola-yes (Passed 8-0-1)

Engineer's Report – During the Work Session, Robert Dougherty referenced a written report that was distributed to the Board. He said Notice of Award and Notice to Proceed were sent to Wexcon, Inc. for the Hazleton CAP Area 10 Project. He said a pre-construction meeting was held and unfortunately PVC pipe deliveries are 12-16 weeks from order date. He said the project will be delayed, so the overall schedule is still unknown for this project. He also reported that base mapping continues in Hazleton CAP Area 2 & 3 for the design of the Locust Street CSO Separation Project. He said the Authority continues to open manholes on the project area so pipe depths may be obtained to develop a profile. He then reported that Notice of Award was sent to Wexcon, Inc. for the Allen Street Water Line Relocation Project. He said bonds and insurances were received and are under review. He said a pre-construction meeting will be scheduled with the contractor and Hazleton City Authority (HCA).

During the Work Session, Rachel Govelovich referenced a written Engineer's Report that was distributed to the Board. She reported on the Incinerator Installation Project, noting that the General Contractor, Michael F. Ronca & Sons, Inc (Ronca) completed their remaining punch list items during the shutdown, so their closeout paperwork will be prepared. She said her firm prepared a response to DEP regarding questions they asked about the RATA test submission and a shakedown period extension request was submitted last week to extend the shakedown period to May 30, 2022. She said the 3rd Quarter CEMS Report is being reviewed for submission to DEP by October 31, 2021. Rachel also reported that the SCADA Server Upgrade Project closeout paperwork is being completed and the LSA Grant Application for the Area 3 Locust Street CSO Separation Project was submitted prior to the September 30th deadline. She said one contractor payment estimate to LB Industries in the amount of \$143,245.80 is on the agenda and recommended for approval.

Rachel then referenced two handouts related to the Long Term Control Plan (LTCP) reviewed the contents with the Board. She said during the September 22, 2021 meeting DEP requested the Authority choose which approach they would be using to determine LTCP compliance. She said either presumptive approach or demonstrative approach may be used as explained in the handouts. She said her firm is recommending the presumptive approach where the Authority will need to meet one of the following three criteria: (1) No more than an average of 4 to 6 overflow events each year, (2) elimination or capture for treatment no less than 85% by volume of the combined sewage collected during precipitation events on a system wide annual average basis, or (3) elimination or removal of no less than the mass of pollutants identified as causing water quality impairment. She said DEP also wanted a comment on the schedule to meet the goals of the LTCP, which cannot go beyond December 31, 2041. She said the schedule for interim tasks may change, but the Authority must meet compliance with the LTCP by the December 31, 2041 date. She said flow modeling is in the schedule to be completed in 24 months, but the Authority requested 36 months so enough information can be gathered to create an overall plan to meet the goals. She said once the Authority responds to DEP, they will issue the NPDES Permit and the Authority will need to begin. She also noted that since the LTCP and Act 537 Plan fall under different regulations, her firm clarified with the DEP officials that both plans will run separate but parallel tracks with some dovetailing at times.

Gallagher & Grink moved to accept the Engineer's Report.

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

Formica & Gallagher moved to accept the Solicitor's report.

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

BILLS AND CREDITS

Gallagher & Sullivan moved to approve Requisition #C244 payable LB Industries, Inc. in the amount of \$143,245.80, for Payment Estimate #6 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 #5 (\$69,740.00) for a total contract price of \$619,250.00. The total of payments made to date including this payment is \$369,193.50, which leaves a balance of \$250,056.50

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

Gallagher & Sullivan moved to authorize payment from the Operating Fund for Operating and Administrative Expenses (\$700,651.33); Construction in Progress (\$22,030.33); Equipment and/or Office Equipment (\$5,709.86); Vehicles (\$76,588.00); Transfers to Other Authority Accounts (\$112,684.30); 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 2021.

Roll Call: Ammon-no, Formica-yes, Gallagher-yes, George-yes, Grink-yes, Milot-absent, 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 & Formica moved to approve issued credits report totaling \$2,344.39 from the month of September 2021.

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

NEW BUSINESS

George & Ammon moved to authorize a one-time distribution of up to ~~seven (7)~~ eight (8) additional sick days to fully vaccinated employees who test positive for COVID-19, follow the current CDC quarantine guidelines, and promptly report their status to the Authority. In order to be eligible for the additional COVID-19 related sick days to be used during the quarantine period, the employee must provide proof of a positive COVID-19 test result and proof of vaccination (or a statement from a doctor that they cannot receive a COVID-19 vaccination because of a medical condition). This policy becomes effective October 25, 2021 for any employees who meet the afordescribed conditions and are in quarantine on that date. This policy may be modified and/or revoked by the Board of Directors at their discretion

Roll Call: Ammon-yes, Formica-yes, Gallagher-no, George-yes, Grink-no, Milot-absent, Sherrock-no, Sullivan-yes, Zola-no (Did Not Pass 4-4-1)

The motion was reworded to be re-presented:

Zola & Gallagher moved to authorize a one-time distribution of up to eight (8) additional sick days to employees who test positive for COVID-19, follow the current CDC quarantine guidelines, and promptly report their status to the Authority. In order to be eligible for the additional COVID-19 related sick days to be used during the quarantine period, the employee must provide proof of a positive COVID-19 test result. This policy becomes effective October 25, 2021 for any employees who meet the afordescribed conditions and are in quarantine on that date. This policy may be modified and/or revoked by the Board of Directors at their discretion.

Roll Call: Ammon-no, Formica-yes, Gallagher-yes, George-no, Grink-no, Milot-absent, Sherrock-yes, Sullivan-yes, Zola-yes (Passed 6-2-1)

Gallagher & Formica moved to adjourn.

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

The regular meeting was adjourned at 7:37 PM

The next scheduled Work Session will be Wednesday, November 17, 2021 at 6:30 PM

The next scheduled Regular Monthly Meeting will be Monday, November 22, 2021 at 6:30 PM

Respectfully submitted,

Greater Hazleton Joint Sewer Authority



Gregory Olander, Assistant Secretary