

The November 22, 2021 regular monthly meeting of the Greater Hazleton Joint Sewer Authority was called to order by Chairman Sherrock at 6:30 PM. Chairman Sherrock called for a moment of silence for Board Member John Milot, who recently passed away. All participating in the meeting then gave a pledge of allegiance.

November 17, 2021 Work Session Roll Call:

Ammon – Present ¹	Formica – Present	Gallagher – Present
George – Present ¹	Grink – Present ¹	Sherrock – Present
Sullivan – Present ¹	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	John Nonnemacher, CPA – Snyder & Clemente
¹ Nick Sahd – Gannett Fleming	¹ Trudy Johnston – Material Matters

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

Also in Attendance during Regular Meeting:

Gregory Olander – Director of Administration	Andy Nowak – Field Operations Manager
Attorney Joseph D. Ustynoski – Solicitor	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.

OPENING OF BIDS FOR SLUDGE, GRIT, & FLY-ASH HAULING - CALENDAR YEARS 2022-2024

Bidder's Name	Hauling CES	Hauling Keystone	Hauling Alliance
Waste Management of Pennsylvania, Inc. Dunmore, PA	2022 M-F \$545.00	2022 M-F \$545.00	2022 M-F \$545.00
	2023 M-F \$569.53	2023 M-F \$569.53	2023 M-F \$569.53
	2024 M-F \$595.16	2024 M-F \$595.16	2024 M-F \$595.16
	2022 Sat \$595.00	2022 Sat \$595.00	2022 Sat \$595.00
	2023 Sat \$621.78	2023 Sat \$621.78	2023 Sat \$621.78
	2024 Sat \$649.76	2024 Sat \$549.76	2024 Sat \$549.76
Solid Waste Services, Inc. d/b/a J.P. Mascaro & Sons Audubon, PA	2022 M-F \$754.00	2022 M-F \$794.00	2022 M-F \$829.00
	2023 M-F \$754.00	2023 M-F \$794.00	2023 M-F \$829.00
	2024 M-F \$754.00	2024 M-F \$794.00	2024 M-F \$829.00
	2022 Sat \$829.00	2022 Sat \$874.00	2022 Sat \$912.00
	2023 Sat \$829.00	2023 Sat \$874.00	2023 Sat \$912.00
	2024 Sat \$829.00	2024 Sat \$874.00	2024 Sat \$912.00

INVITED GUESTS

During the Regular Meeting, Gregory Olander introduced Trudy Johnston of Material Matters to discuss their proposal for evaluating the fly-ash generated as a byproduct of sewage sludge incineration at the treatment plant. Ms. Johnston began by noting that her firm has gone through this process for other utilities producing this type of fly-ash. She stated that a general permit already exists in Pennsylvania for blending the fly-ash with compost or topsoil and in New Jersey it is being used as a component in asphalt. She said there is not an extensive market that currently exists for the product so obtaining a permit and locating an end user will be necessary steps in the process. She then reviewed the written proposal that was distributed to the Board which included four tasks under Phase 1 for product characterization, review of existing regulations and uses, preliminary market assessment, and a workshop with Authority staff for next steps to move forward. She said there will be a discussion with staff after each task to determine if it is viable to move on to the next task. She stated that given the continuing increases to hauling and landfill tipping fees, there is an economic incentive for the Authority to research and locate a beneficial use alternative for disposal of the fly-ash since material re-use costs are much lower. The Board Members thanked Ms. Johnston and she exited the meeting.

AUDIT FOR FISCAL YEAR 2021

John Nonnemacher, CPA of Snyder & Clemente, CPA thanked the Board for authorizing his firm to perform the audit again this year. He began his presentation by giving a brief summary of how the Authority is run as a stand-alone proprietary fund, which looks at the long-term financial health of the Authority. He said a strong working capital position is desirable so the Authority doesn't need to borrow for each project or capital purchase. He said the Authority has a Pension Fund, which is treated separately where they act as fiduciary and are able to invest in equities to maximize return rates. He said the ratepayers should be aware that by refinancing two of the PENNVEST loans with a Bond Issue (Series of 2021), there will be a savings of over \$1.1 million through reduced debt service payments. He also noted that there are two employee benefit liabilities that must be included in the financial statements; the Pension Liability and the Other Post Employment Benefits (OPEB) Liability. He said at July 31, 2020 the net pension liability was \$521,000 and at July 31, 2021 there was a net pension asset of \$68,000, which is due to the additional payments authorized by the Board and the higher than anticipated rate of return over the past year. He stated that the Authority's internal controls were tested and walkthroughs were performed to identify any weaknesses in the Authority's practices. He said that he is pleased to inform the Board that there are no management letter comments or significant deficiencies noted during the audit so he is able to render a clean unmodified opinion again this year.

John then reviewed the financial statements noting that there was an overall decrease to revenue due to the lingering effects of the COVID-19 pandemic mainly in the schools, hauled waste, and customer penalties. He said operating expenses increased by approximately \$380,000 primarily due to an \$800,000 increase to depreciation because the Incinerator Project was completed last year. He said the Total Non-operating Revenues (Expenses) were \$1,083,382 versus \$839,030 in the prior year due to lower interest expense for the 2020 Bond issue to refinance the Series of 2012 Bonds. He said the Authority's Net Position increased to \$52.3 million from \$50.9 million in the prior year. He then noted that at July 31, 2021, Current Assets were \$14.3 million and Total Capital Assets (Net of Accumulated Depreciation) were \$79.1 million. John noted that the Long Term

Debt was \$35.8 million. John stated that the Authority has a healthy balance sheet and there were no deficiencies noted in the internal controls and there are no management letter comments or comments about material weaknesses. The Board Members thanked John for his presentation and he exited the meeting.

Sullivan & Formica moved to accept the Fiscal Year Ended July 31, 2021 Audited Financial Statements as presented by John Nonnemacher, CPA of Snyder & Clemente, CPA.

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

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

Pension Committee Report –

Board Member Grink reported on behalf of the Pension Committee. He stated that the rate of return over the past year net of fees was 21.75%. He said the Pension Committee approved the lump sum payment to Mr. Drumheller as authorized in the Pension Plan documents. He also noted that the committee authorized a change to a few money managers with a slight reallocation as recommended by the Investment Advisor.

Grink & Sullivan moved to approve the Pension Committee Report as presented.

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

Director of Operations Report - MONTHLY FLOW REPORT

	<u>October 2021</u>		<u>Year to Date</u>		
			<u>Total</u>		<u>Average</u>
Total Flow	<u>222,958,735</u>	Gallons	<u>2,397,245,441</u>	Gallon	xxxxx
Total Flow Bypassed	<u>5,060,907</u>	Gallons	<u>91,251,547</u>	Gallon	xxxxx
Days Flow Bypassed	<u>6</u>	Days	<u>46</u>	Days	xxxxx
Total Flow Treated	<u>217,897,828</u>	Gallons	<u>2,305,993,894</u>	Gallon	xxxxx
Average Minimum	<u>4.6</u>	MGD	xxxxx	xxxxx	<u>5.1</u> MGD
Average Maximum	<u>12.3</u>	MGD	xxxxx	xxxxx	<u>12.2</u> MGD
Average Daily Flow	<u>7.0</u>	MGD	xxxxx	xxxxx	<u>7.6</u> MGD

During the Work Session, the Director of Administration, Gregory Olander, reviewed the wastewater flows for October 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 36.534 million gallons with 5.06 million gallons of treated outflow diverted at the treatment plant. He said approximately 2.806 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 222.9 million gallons with approximately 217.9 million gallons being treated. He also stated that the average daily flow to the treatment plant for the month was 7.0 MGD, which did not change the year to date average daily flow of 7.6 MGD.

Gregory reported that the revenues for October 2021 were \$1,158,068.96 which was a 2.8% increase from the prior year. He said the billing for hauled waste received in October totaled \$152,444.13, which is a decrease of 4.6% from the same month in the prior year. He stated that the sewer customer collection rate for October 2021 was 94.67% with a hauled waste collection rate of 108.85%.

Gregory then reported on more significant maintenance issues since the last meeting. He said that the grit screw in the main grit removal channel snapped near the collar and the entire screw needs to be replaced, which is a large job given the screw is 18-inch diameter and about 50-feet long. He said a contractor was onsite to look at the repair and a proposal for the work would be forthcoming. He said the parts are on order with the manufacturer with a lead time of 10 to 12 weeks. He then reported that the grit screw in Lakeside Raptor #2 was also damaged beyond repair. He said the maintenance department ordered the replacement parts needed and would complete the repair when they are received. He then reported that the media was replaced in the Bioair odor control system on November 9th. He stated that the media had not been replaced since it was installed 11 years ago. He said the replacement involved a crane to change the media and a change of piping to recirculate and seed the media with bacteria for about 6 weeks. He stated that DEP was notified before the replacement in case there were any offsite odor complaints until the system is fully functional.

Gregory then reported that the Incinerator Stack Test had to be postponed from the week of November 15th to the week of December 13th because DEP's Air Quality Department had not completed its review of the Stack Test Protocol in time for the scheduled test. He also noted that approval to host the 2022 Incinerator Conference was on the agenda for consideration.

Gregory reported that another NPDES Permit Draft was received from DEP's Water Quality Department, which is being reviewed. He said the Authority staff and Gannett Fleming staff will be discussing the draft to determine if additional comments should be provided to DEP prior to the final version being issued to the Authority. He also stated that there were a few personnel issues for discussion in executive session during the Solicitor's Report.

Andy Nowak informed the Board that the Road Crew continues 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. He said root treatment was performed on about 6,000 linear feet of pipe in some areas more prone to root intrusion. He said the project was performed under COSTARS pricing and the treatment is guaranteed to prevent roots for up to three (3) years.

Andy then reported that he received a request for seven (7) EDUs in West Hazleton for a proposed warehouse. He said the developer would need to complete a Developer's Agreement and pay the tapping fees before the EDU allocation will be on the agenda for approval.

Gallagher & 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.

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

Engineer's Report –During the Work Session, Rachel Govelovich referenced a written Engineer's Report that was distributed to the Board. She reported that her firm responded to DEP indicating that the presumptive approach would be used to address Combined Sewer Overflows (CSO). She said comments were also provided to DEP regarding the Long Term Control Plan (LTCP) schedule.

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 and closeout paperwork has been prepared. She said Final Payment Estimate #25 in the amount of \$20,000 is on the agenda for approval along with Compensating Change Order #19 in the amount of -\$17,500 for concrete work that was in the contract, but not needed as well as an extension of the contract until October 15, 2021. She recommended approval of the payment and change order. She then informed the Board that we are currently waiting for DEP to complete their review of the Stack Test Protocol. She said the test is tentatively scheduled for the week of December 13th, but it cannot be performed until the protocol is approved. She also stated that DEP approved and extension of the Shakedown Period through May 30, 2022 as requested.

Rachel reported that the SCADA Server Upgrade Project closeout paperwork was processed and the contractor returned all documents so the final payment was released. She also reported that the LSA Grant Application for the Area 3 Locust Street CSO Separation Project is still under review.

Rachel then reported on the 2020 WWTP Improvement Project noting that Final Clarifier #4 was placed back in service following completion of wet startup by the contractor and manufacturer. She stated that the Authority notified the installation contractor that it was too late in the year to safely drain Final Clarifier #3 due to concerns with freezing of pipes and concrete/grout separation. She said it was discussed with Authority staff and agreed that there was too high a risk of damaging the tank, so the work would need to resume in the Spring. She then recommended the approval of Payment Estimate #7 in the amount of \$80,163.15 and Change Order #6 in the amount of \$12,446.06 for modifications to the clarifier mechanism brought about by incorrect measurements by the equipment manufacturer that were necessary to gain the correct elevation to operate the clarifier properly.

During the Regular Meeting, Robert Dougherty referenced a written report that was distributed to the Board. He said the contractor, Wexcon, Inc., for the Hazleton CAP Area 10 Project is awaiting delivery of materials for the project, which were delayed due to supply chain issues. He said they are now expected the end of January, but beginning the work is weather dependent. 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 Wexcon, Inc. is scheduled to begin the Allen Street Water Line Relocation Project to week of December 6, 2021 with a possible completion before the Christmas holiday.

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

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

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

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

BILLS AND CREDITS

George & Gallagher moved to approve payment of Gannett Fleming, Inc. invoices and requisitions from August 28, 2021 through November 5, 2021, totaling \$52,606.28 as listed in the following table:

<u>Requisition#</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
Operating Fund	051153.A*1450	Annual Service Work	3,998.56
Operating Fund	051153.B*1453	Attending Authority Meetings	1,474.66
Operating Fund	051153.D*1454	Industrial Pretreatment Program	289.75
Operating Fund	051153.T*1455	NPDES Permit Renewal	476.57
Operating Fund	051153.AG*1451	Financing & Grants	2,025.99
Operating Fund	051153.AJ*1452	Wastewater Capacity Act 537 & LTCP	8,376.36
Operating Fund	051153.04*1447	SCADA Server Upgrade	2,247.70
Operating Fund	051153.39*1448	2020 WWTP Improvements Project	22,238.01
Operating Fund	051153.39*1449	2021-2022 Air Compliance	11,478.68
Total			52,606.28

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

George & Formica moved to approve payment of Gannett Fleming, Inc. Invoice #048847.C0*1459, in the amount of \$11,488.22, for professional services rendered from August 28, 2021 through November 5, 2021 relative to the following Incinerator Project items: PENNVEST Administration (\$161.65), Air Permitting during Construction (\$7,220.05), Construction Administration (\$1,252.79) and Air Permitting-1st Year after Startup (\$2,853.73).

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

Gallagher & Sullivan moved to approve Requisition #C245 payable to Michael F. Ronca & Sons, Inc., in the amount of \$20,000.00, for Payment Estimate #25 (FINAL) of the Incinerator Installation Project – Contract One (General Construction) as recommended by the Engineer. The original contract price was \$10,877,000.00. Add for Change Order #1 to #19 (\$407,734.43) for a total contract of \$11,284,734.43. The total of payments made to date including this payment is \$11,284,734.43, which leaves a zero balance

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

Formica & George moved to approve Requisition #C246 payable LB Industries, Inc. in the amount of \$80,163.15, for Payment Estimate #7 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 \$449,356.65, which leaves a balance of \$169,893.35

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

Gallagher & Formica moved to authorize payment from the Operating Fund for Operating and Administrative Expenses (\$576,839.42); Construction in Progress (\$12,987.00); Transfers to Other Authority Accounts (\$143,245.80); 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 October 2021.

Roll Call: Ammon-no, Formica-yes, Gallagher-yes, George-yes, Grink-yes, Sherrock-yes, Sullivan-yes, Zola-yes (Passed 7-1-0)

**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 \$1,448.88 from the month of October 2021.

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

NEW BUSINESS

George & Gallagher moved to authorize the 2022 SUEZ Water Technologies & Solutions' Incineration Networking Forum to be held at the GHJSA Wastewater Treatment Plant with the Authority serving as co-host. The event is tentatively scheduled for June 2022.

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

Gallagher & George moved to approve Change Order #19 (Compensating Change Order) of the Incinerator Installation Project - Contract One (General Construction) as recommended by the Engineer, in the credit amount of \$17,500.00 due to the removal of Concrete Repair Line Items #70 and #71 from the original contract, and extension of the Final Completion Date by 549 calendar days from April 15, 2020 to October 15, 2021.

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

George & Gallagher moved to approve Change Order #6 of the 2020 WWTP Improvements Project in the amount of \$12,446.06, to LB Industries, Inc., for costs involved with delay and extra survey work on Final Clarifier #4 related to incorrect dimensions taken by WesTech and the subsequent modifications required by the manufacturer for the mechanism to be fully operational as recommended by the Engineer.

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

Sullivan & Gallagher moved to approve the Proposal for Preliminary Evaluation of Ash Beneficial Use Alternatives from Material Matters, Inc. as presented by Trudy Johnston for Phase 1 (Task #1 to Task #4) with compensation based as outlined in the proposal distributed to the Board. Work for each Task will be completed based on previous Task findings, and following verbal authorization from Authority Management.

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

Formica & Gallagher moved to approve the sludge hauling and disposal service contract with Waste Management of Pennsylvania, Inc. as outlined in the Request for Proposal for the period beginning January 1, 2022 and ending December 31, 2024 with pricing as follows:

Calendar Year	Commonwealth Environmental Systems Landfill		Keystone Sanitary Landfill, Inc.		Alliance Sanitary Landfill, Inc.	
	M-F	SAT	M-F	SAT	M-F	SAT
2022	\$545.00	\$595.00	\$545.00	\$595.00	\$545.00	\$595.00
2023	\$569.53	\$621.78	\$569.53	\$621.78	\$569.53	\$621.78
2024	\$595.16	\$649.76	\$595.16	\$649.76	\$595.16	\$649.76

All prices are fixed rate per load from the GHJSA treatment plant to the respective landfill as per the bid specifications.

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

Gallagher & Sullivan moved to adjourn.

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

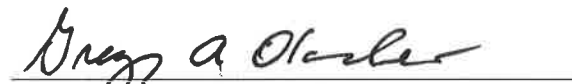
The regular meeting was adjourned at 6:44 PM

The next scheduled Work Session will be Wednesday, December 15, 2021 at 6:30 PM

The next scheduled Regular Monthly Meeting will be Monday, December 20, 2021 at 6:30 PM

Respectfully submitted,

Greater Hazleton Joint Sewer Authority


 Gregory Olander, Assistant Secretary