

The December 20, 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.

December 15, 2021 Work Session Roll Call:

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

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

December 20, 2021 Regular Meeting Roll Call:

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

Also in Attendance during Regular Meeting:

Gregory Olander – Director of Administration	Andy Nowak – Field Operations Manager
Attorney Joseph D. Ustynoski – Solicitor	<sup>1</sup> Christopher Carsia – Director of Operations
<sup>1</sup> via Videoconference	

**PUBLIC COMMENT**

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

**Formica & Grink** moved to approve the minutes of the November 17, 2021 Pension Meeting. Passed: Aye-8, Nay-0, Absent-1

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

**Director of Operations Report - MONTHLY FLOW REPORT**

	<u>November 2021</u>		<u>Year to Date</u>		
			<u>Total</u>		<u>Average</u>
Total Flow	<u>242,304,372</u>	Gallons	<u>2,639,549,813</u>	Gallon	xxxxx
Total Flow Bypassed	<u>5,502,357</u>	Gallons	<u>96,753,904</u>	Gallon	xxxxx
Days Flow Bypassed	<u>3</u>	Days	<u>49</u>	Days	xxxxx
Total Flow Treated	<u>236,802,015</u>	Gallons	<u>2,542,795,909</u>	Gallon	xxxxx
Average Minimum	<u>5.5</u>	MGD	xxxxx	xxxxx	<u>5.2</u> MGD
Average Maximum	<u>12.1</u>	MGD	xxxxx	xxxxx	<u>12.2</u> MGD
Average Daily Flow	<u>7.9</u>	MGD	xxxxx	xxxxx	<u>7.6</u> MGD

During the Work Session, the Director of Operations, Christopher Carsia, reviewed the wastewater flows for November 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 38.805 million gallons with 5.502 million gallons of treated outflow diverted at the treatment plant. He said approximately 2.969 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 242.3 million gallons with approximately 236.8 million gallons being treated. He also stated that the average daily flow to the treatment plant for the month was 7.9 MGD, which did not change the year-to-date average daily flow of 7.6 MGD.

Gregory Olander reported that the revenues for November 2021 were \$980,831.43 which was a 7.0% increase from the prior year. He said the billing for hauled waste received in November totaled \$145,131.21, which is an increase of 13.3% from the same month in the prior year. He stated that the sewer customer collection rate for November 2021 was 94.65% with a hauled waste collection rate of 108.67%.

Christopher Carsia stated that during his report to the Board in August 2021, he provided a \$201,705 Minimum Municipal Obligation amount to the Board based on a report from the actuarial consultant. He said the amount reported at that time was incorrect and he would be certifying the correct amount of \$143,314 with the State following the Board's approval of his report.

He also reported that a conference call was held with the DEP Air Quality Compliance Division relative to an official compliance notice that is forthcoming. He recommended this issue be discussed in executive session.

Gregory Olander gave an update on a few maintenance issues since the last meeting. He said a replacement for the damaged grit screw in the main grit removal channel is still on order with an expected ship date in late January. He said a contractor was onsite to look at the repair and a proposal for the work would be forthcoming. He then reported that the replacement grit screw for the Lakeside Raptor #2 was on order and once the part is received the maintenance department will complete the repair. Gregory also informed the Board that pricing was received for the Trojan UV 4000+ parts that will no longer be available after June 2022. He said the parts list, which is comprised mainly of control boards, was reviewed with the maintenance department and the manufacturer and would cost \$89,137.40. After some discussion with the Board, Mr. Olander was instructed to slightly increase the number of control Boards in the purchase order to ensure the parts are on-hand for several years.

Gregory then reported that the Incinerator Stack Test Protocol was approved by DEP on December 3, 2021 and the test was performed by a new testing company the week of December 13, 2021. He said DEP was notified of the test and they had a representative present for most of the first day of testing. Gregory also reported that the contractor for the 2020 WWTP Improvements Project demobilized and would return in the spring to complete installation of the Final Clarifier #3 mechanism and any remaining concrete work.

Gregory informed the Board that there were no bids for the vacant Plant Operator position, so the newly hired employee would be beginning shift work as a Plant Operator on January 3, 2022. 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 completed a clean-out of the Floc Tank at the Treatment Plant, which hadn't been done for three (3) years. He said there was a considerable amount of grit in the tank that had to be removed using a large excavator and small walk behind Bobcat shovel. He said both pieces of equipment were rented for a few days to complete the clean-up project. He said approximately five (5) full dumpsters of grit were filled and removed, which was about the same amount as the last clean-out.

Andy then reported that only one (1) proposal was received for the Workers Compensation Insurance for calendar year 2022. He said a proposal was received through Assured Partners for an annual premium of \$86,031.00. He said the recommendation is to renew coverage with Authority's current provider, Lackawanna Insurance Group, through Assured Partners. He said the proposals were reviewed by the Solicitor and a motion to approve is on the agenda for the Board's consideration.

Andy then reported that he received a signed Developer's Agreement and Sewer Permit Application for seven (7) EDUs in West Hazleton for a proposed warehouse. He noted that the developer also paid the tapping fee and the allocation approval is on the agenda for the Board's consideration.

**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.

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

**Engineer's Report** – During the Work Session, 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 still awaiting delivery of materials for the project, which were delayed due to supply chain issues. 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 also reported that Wexcon, Inc. is now scheduled to begin the Allen Street Water Line Relocation Project approximately the second week of January 2022.

During the Work Session, Rachel Govelovich referenced a written Engineer's Report that was distributed to the Board. She reported that the NPDES Permit was published in the PA Bulletin on December 11, 2021 for public comment. She said DEP accepted many of the Authority's comments and made those changes to the draft permit; however, any additional comments need to be submitted to DEP within 30 days of the date published. She stated that there were additional discussions with Authority staff and a response will be sent to DEP prior to the January 10, 2022 deadline.

Rachel reported on the Incinerator Installation Project, noting that DEP approves the Stack Test Protocol on December 3<sup>rd</sup> and the testing company performed a complete Stack Test the week of December 13, 2021. She also reported that the RATA Test Report for 2020 was sent to EPA on December 7, 2021, the shakedown period was extended by DEP until May 30, 2022, and the air

quality reports as listed in the Engineer's Report were being worked on for submission before their respective deadlines.

Rachel 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 the contractor demobilized for the winter. She said they will be returning in the spring to complete Final Clarifier #3 and any remaining concrete work. She also reported that the contractor had to perform more extensive concrete repairs on the pad between the Primary Clarifiers where they replaced a section of concrete that was beyond a routine spall repair. She said Change Order #7 in the amount of \$3,995.40 for this work is on the agenda. She then recommended the approval of Payment Estimate #8 in the amount of \$24,247.86. She also commented on a letter received from the equipment manufacturer, WesTech Engineering, Inc., agreeing to reimburse the Authority \$21,752.06 for issues that arose from incorrect field measurements that necessitated LB Industries Change Orders #5 (Thickened Lowering) and #6 (Clarifier #4 Adjustments).

**George & Gallagher** 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 during the Work Session, Attorney Ustynoski requested the Board move to executive session to discuss personnel issues and legal issues pertaining to a developer's agreement.

**Grink & Sullivan** moved to enter executive session to discuss personnel issues and legal issues pertaining to a developer's agreement. Passed: Aye-8, Nay-0, Absent-1

After the Board moved out of executive session, **Sullivan & Formica** moved to accept the Solicitor's report. Passed: Aye-8, Nay-0, Absent-1

#### **BILLS AND CREDITS**

**George & Gallagher** moved to approve payment of Gannett Fleming, Inc. invoices and requisitions from November 6, 2021 through December 3, 2021, totaling \$10,179.84 as listed in the following table:

<b><u>Requisition#</u></b>	<b><u>Invoice #</u></b>	<b><u>Description</u></b>	<b><u>Amount</u></b>
Operating Fund	051153.A*2511	Annual Service Work	2,284.60
Operating Fund	051153.B*2512	Attending Authority Meetings	484.95
Operating Fund	051153.T*2513	NPDES Permit Renewal	1,168.92
Operating Fund	051153.04*2508	SCADA Server Upgrade	242.48
Operating Fund	051153.39*2509	2020 WWTP Improvements Project	1,469.49
Operating Fund	051153.42*2510	2021-2022 Air Compliance	4,529.40
Total			10,179.84

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

**Formica & Gallagher** moved to approve payment of Gannett Fleming, Inc. Invoice #048847.C0\*2593, in the amount of \$733.98, for professional services rendered from November 6, 2021 through December 3, 2021 relative to the following Incinerator Project items: Air Permitting during Construction (\$208.62), Incinerator Construction Administration (\$525.36). Roll Call: Ammon-yes, Formica-yes, Gallagher-yes, George-yes, Grink-yes, Pacelli-yes, Sherrock-yes, Sullivan-yes, Zola-absent (Passed 8-0-1)

**Sullivan & George** moved to approve Requisition #C247 payable LB Industries, Inc. in the amount of \$24,247.86, for Payment Estimate #8 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 #6 (\$82,186.06) for a total contract price of \$631,696.06. The total of payments made to date including this payment is \$473,604.51, which leaves a balance of \$158,091.55. Roll Call: Ammon-yes, Formica-yes, Gallagher-yes, George-yes, Grink-yes, Pacelli-yes, Sherrock-yes, Sullivan-yes, Zola-absent (Passed 8-0-1)

**Formica & Grink** moved to authorize payment from the Operating Fund for Operating and Administrative Expenses (\$591,689.78); Construction in Progress (\$46,326.23); Equipment and/or Office Equipment (\$12,862.79); Transfers to Other Authority Accounts (\$122,529.60); Debt Service – Series 2020 Bond (\$169,000.00); Debt Service – Series 2021 Bond (\$493,500.00); Debt Service Series 2018 Bond – BB&T (\$18,362.29); Debt Service Pennvest Loan #27906 (\$11,152.44); from the month of November 2021.

Roll Call: Ammon-no, Formica-yes, Gallagher-yes, George-yes, Grink-yes, Pacelli-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.*

**Gallagher & Sullivan** moved to approve issued credits report totaling \$360.89 from the month of November 2021.

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

#### **NEW BUSINESS**

**Formica & Gallagher** moved to approve Change Order #7 of the 2020 WWTP Improvements Project, in the amount of \$3,995.40, to sawcut and remove damaged corner slab at Primary Clarifier and re-pour a new replacement portion of the slab as recommended by the Engineer.

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

**Gallagher & George** moved to approve the Lackawanna Insurance Group Worker's Compensation Insurance Proposal for calendar year 2022 through Assured Partners (Worker's Compensation Insurance underwriter) for a premium of \$86,031.00 using projected payroll amounts of \$2,598,500 for Waterworks Classification and \$188,500 for Clerical Classification.

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

**Gallagher & Sullivan** moved to approve a sewage connection allocation for seven (7) EDUs, at 230 gallons per EDU, in the Borough of West Hazleton to One Trinity Real Estate Investments,

LLC for the property located at 290 Susquehanna Boulevard (behind Valmont Plaza), as described in the sewage permit application package.

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

**Gallagher & Grink** moved to adjourn.

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

The regular meeting was adjourned at 6:59 PM

The next scheduled Work Session will be Wednesday, January 19, 2022 at 6:30 PM

The next scheduled Regular Monthly Meeting will be Monday, January 24, 2022 at 6:30 PM

Respectfully submitted,

**Greater Hazleton Joint Sewer Authority**

  
\_\_\_\_\_  
Gregory Olander, Assistant Secretary