

The January 24, 2022 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.

January 19, 2022 Work Session Roll Call:

Ammon – Present ¹	Formica – Present	Gallagher – Present
George – Present ¹	Grink – Present	Pacelli - Present
Sherrock – Present	Sullivan – Present	Zola – Absent ²

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
¹ Nick Sahd – Gannett Fleming	

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Gregory Olander – Director of Administration	Christopher Carsia – Director of Operations
Attorney Joseph D. Ustynoski – Solicitor	Andy Nowak – Field Operations Manager
¹ Rachel Govelovich, P.E. – Gannett Fleming	

¹ via Videoconference

² Board Member Zola entered the Work Session during the Director of Operation's Report

PUBLIC COMMENT

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

REORGANIZATION

Sullivan & Grink nominated Christopher Carsia as Temporary Chairman for Reorganization. Passed: Aye-9, Nay-0, Absent-0

NOMINATION OF OFFICERS

George & Gallagher nominated **John Sullivan** for Chairman. **Grink & Formica** moved to close the nominations. Passed: Aye-9, Nay-0, Absent-0. The Assistant Secretary was authorized to cast a unanimous ballot for **John Sullivan** for Chairman.

Grink & Gallagher nominated **Frank George** for Vice-Chairman. **Formica & Sullivan** moved to close the nominations. Passed: Aye-9, Nay-0, Absent-0. The Assistant Secretary was authorized to cast a unanimous ballot for **Frank George** for Vice-Chairman.

Sullivan & Grink nominated **William Gallagher** for Secretary. **Formica & Grink** moved to close the nominations. Passed: Aye-9, Nay-0, Absent-0. The Assistant Secretary was authorized to cast a unanimous ballot for **William Gallagher** for Secretary.

Gallagher & Grink nominated Theodore Sherrock for Treasurer. Sullivan & Formica moved to close the nominations. Passed: Aye-9, Nay-0, Absent-0. The Assistant Secretary was authorized to cast a unanimous ballot for Theodore Sherrock for Treasurer.

Grink & Gallagher nominated Rocco Formica for Assistant Treasurer. Sullivan & Grink moved to close the nominations. Passed: Aye-9, Nay-0, Absent-0. The Assistant Secretary was authorized to cast a unanimous ballot for Rocco Formica for Assistant Treasurer.

APPOINTMENTS BY THE BOARD

George & Gallagher moved that the Ustynoski & Marusak law firm with representation by Attorney Joseph D. Ustynoski be reappointed as Solicitor for the Authority.

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

Grink & Formica moved to appoint Morgan Stanley as the Investment Consultant for the Authority with representation by Howard Willard III and Stephen Kepchar.

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

Gallagher & Formica moved that Snyder & Clemente, CPA with representation by John Nonnemacher, CPA be reappointed as Auditor for the Authority.

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

Gallagher & Formica moved that Gannett Fleming, Inc. with representation by Rachel Govelovich, P.E. be reappointed as Consulting Engineer for the Authority.

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

Gallagher & Formica moved that RJD Engineering, Inc. with representation by Robert Dougherty, P.E. be reappointed as Special Projects Engineer for the Collection System Division as per the rate proposal presented for calendar year 2022.

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

Formica & Gallagher moved to approve the minutes of the December 20, 2021 Regular Monthly Meeting. Passed: Aye-9, Nay-0, Absent-0

Director of Operations Report - MONTHLY FLOW REPORT

	<u>December 2021</u>		<u>Year to Date</u>		
			<u>Total</u>		<u>Average</u>
Total Flow	<u>188,922,264</u>	Gallons	<u>2,828,542,077</u>	Gallon	xxxxx
Total Flow Bypassed	<u>0</u>	Gallons	<u>96,753,904</u>	Gallon	xxxxx
Days Flow Bypassed	<u>0</u>	Days	<u>49</u>	Days	xxxxx
Total Flow Treated	<u>188,992,264</u>	Gallons	<u>2,731,788,173</u>	Gallon	xxxxx

Average Minimum	4.0 MGD	xxxxx	xxxxx	5.1 MGD
Average Maximum	8.8 MGD	xxxxx	xxxxx	11.9 MGD
Average Daily Flow	6.1 MGD	xxxxx	xxxxx	7.5 MGD

During the Work Session, the Director of Operations, Christopher Carsia, reviewed the wastewater flows for December 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 10.026 million gallons with no diversion at the treatment plant. He said approximately 894,000 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 189 million gallons with 189 million gallons being treated. He also stated that the average daily flow to the treatment plant for the month was 6.1 MGD, which reduced the year-to-date average daily flow to 7.5 MGD for calendar year 2021.

Christopher reported that the revenues for December 2021 were \$947,173.38 which was a 2.2% increase from the prior year. He said the billing for hauled waste received in December totaled \$160,473.34, which is an increase of 18.9% from the same month in the prior year. Gregory Olander stated that the sewer customer collection rate for December 2021 was 94.18% with a hauled waste collection rate of 106.6%.

Christopher Carsia reported that a response was submitted to DEP on the latest NPDES Permit draft and they accepted the Authority’s comments for revision of the final permit. He said the final permit is expected to be released at any time.

He also reported that DEP Air Quality Compliance Division sent a Notice of Violation letter dated January 21, 2022 relative to the failed stack tests in January and May 2021. He recommended this issue be discussed in executive session.

Christopher then stated that the one of the three new vehicles is expected to be delivered next week. He said the fully depreciated 2011 Chevrolet Silverado Crew Cab will be transferred to West Hazleton Borough next week and as soon as the other new vehicles are delivered, the fully depreciated vehicles will be transferred Hazleton City and Hazle Township respectively.

Christopher then reported that he was contacted by a Standard Speaker reporter writing an article on the Black Creek recently being classified as a high-quality trout stream. Chris stated that questions were answered and he informed the reporter that the recovery of the Black Creek below the Authority’s WWTP outfall is primarily due to the advanced treatment that went online in 2012.

Christopher then requested that the March 23, 2022 Work Session be moved back one day to March 24th due to a conflict with one of the wastewater conferences being attended. There were no objections from the Board to change the Work Session to 6:30 PM on March 24, 2022.

Andy Nowak reported that there have been ongoing issues with the transmission in the 2011 Mack Tri-Axle Dump Truck. He said the transmission needs to be replaced, which will be scheduled immediately. He noted that the Authority should investigate replacement of the truck for a new dump truck in the next one to two years.

Gregory Olander gave an update on a few maintenance issues since the last meeting. He said a contractor submitted a quote to install the new grit screw mechanism in the Grit Channel, but additional quotes would be solicited. He then reported that the replacement grit screw for the Lakeside Raptor #2 was received and the in-house installation would be scheduled. Gregory also informed the Board that a purchase order was issued for the Trojan UV 4000+ parts that will no longer be available after June 2022 as directed by the Board during the December 2021 meeting. He then informed the Board that Gene Zynel and Steve Delman requested a free demonstration of "The Beast" hauled waste receiving station during the Summer 2022. He said they visited a large WWTP and spoke with operators and maintenance employees about the unit and it received very positive reviews. The unit would be a third dump site to alleviate congestion and serve as a backup when maintenance/repairs are being performed on the other receiving units. He reported that two Secondary Effluent Pumps were received and will be installed as soon as the weather permits. He stated that one of the pumps being replaced will be sent for rebuild and stocked as a spare, but the other pump is damaged beyond repair.

Gregory then reported that approximately eight (8) Link Seals at pipe penetrations in the Denitrification Pipe Gallery were exhibiting signs of moisture or slow leaks. He reminded the Board that custom link seals were installed at six (6) pipe penetrations back in 2014 and they are working very well. He said a representative of Gannett Fleming was asked to visit the site and take measurements to determine if custom seals are needed or if a standard off the shelf product could be used to replace existing, leaking seals. He said it may be necessary for an outside contractor to be used to perform the work.

Gregory then reported that the initial meeting for Beneficial Reuse of Flyash was held to outline responsibilities and get the project moving forward. He said samples of the ash will be taken for analysis and reporting to Material Matters prior to the next meeting. He then stated that preliminary Stack Test results from the December 2021 test were received and the results will be discussed during the Engineer's Report. 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. He said they did return to complete the installation of the stairs to the Gravity Thickeners.

Gregory informed the Board that the mandatory 1094B and 1095B health insurance forms were sent to employees and submitted to the IRS prior to the Deadline. He also noted that 1099 forms were sent to vendors and the IRS as required. He said the pension statements were reconciled and the information was sent to the Auditors so financial statements could be provided to the Actuarial Consultant for preparation of the Actuarial Valuation.

Gregory then informed the Board of a new program for low-income customers to assist with payment of past due water and sewer bills. He said the Low-Income Household Assistance Program (LIHWAP) is a State funded program administered through the County Assistance Offices. He said all pertinent information is loaded on the GHJSA website for customers to view, the vendor application was submitted to the State, and approval was received to begin accepting payments. He said he would update the Board as the program progresses.

Gallagher & Sherrock 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-9, Nay-0, Absent-0

Engineer's Report – During the Work Session, Robert Dougherty referenced a written report that was distributed to the Board. He said the post-project flow meters were removed from the West Hazleton Area 2 locations and the data was being analyzed. He said base mapping continues in Hazleton City Area 2/3, which includes identifying manhole and lateral locations within the drainage basin. He also reported that Wexcon, Inc. began the Allen Street Water Line Relocation Project on January 18, 2022 and it is expected to be completed shortly.

During the Work Session, Rachel Govelovich referenced a written Engineer's Report that was distributed to the Board. She reported that Gannett Fleming and Authority staff discussed the updated draft NPDES Permit and correspondence was sent to DEP on January 7, 2022 based on those discussions. She said the next step will be DEP releasing the final NPDES Permit.

Rachel reported on the Incinerator Installation Project, noting that the preliminary results of the December 2021 Stack Test indicated that the Authority passed for all parameters including Dioxins/Furans. She said the results will be reviewed and a report compiled for submission to DEP. She stated that the other 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 by CFA. Rachel informed the Board that the 2022 Gannett Fleming Consulting Services letter including rates and expected wage increases was distributed to the Board along with the Engineer's Report.

Rachel then reported on the 2020 WWTP Improvement Project noting that although the contractor demobilized for the winter, they were able to complete the stairs installation at Gravity Thickeners #1 and #2. She said Payment Estimate #9 in the amount of \$13,779.18 is on the agenda and recommended for approval.

Rachel also noted that a Scope of Services was being prepared for the Act 537 Plan and Long Term Control Plan, which will be available at the next meeting. Rachel stated that her firm provided support with the De-nitrification Link Seals and Hazleton Creek Center Holdings during the past month.

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

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

Solicitor's Report – Attorney Ustynoski thanked the Board for his firm's reappointment. In addition to what was reported in executive session during the Work Session, Attorney Ustynoski stated that he spoke with Attorney Rinaldi of Hazleton Creek Commerce Center Holdings regarding the EDUs requested for their proposed project. He said Attorney Rinaldi accepted the 155 EDU allocation to get the project started with the balance to fall under the Reservation of

Capacity (ROC) Program. He said that he informed the developer that the tapping fee for the 155 EDUs would need to be paid prior to the Board approving the allocation.

Chairman Sullivan called a Special Meeting on Thursday, January 27, 2022 at 6:30 PM to consider the allocation approval.

Attorney Ustynoski then requested the Board move to executive session to discuss legal issues pertaining to a developer’s agreement.

Gallagher & Formica moved to enter executive session to discuss personnel issues and legal issues pertaining to a developer’s agreement. Passed: Aye-9, Nay-0, Absent-0

After the Board moved out of executive session, **Gallagher & Grink** moved to accept the Solicitor’s report. Passed: Aye-9, Nay-0, Absent-0

BILLS AND CREDITS

Sherrock & Formica moved to approve payment of Gannett Fleming, Inc. invoices and requisitions from December 4, 2021 through December 31, 2021, totaling \$7,733.07 as listed in the following table:

<u>Requisition#</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
Operating Fund	051153.A*4144	Annual Service Work	1,485.81
Operating Fund	051153.B*4145	Attending Authority Meetings	691.07
Operating Fund	051153.T*4146	NPDES Permit Renewal	724.38
Operating Fund	051153.39*4142	2020 WWTP Improvements Project	267.94
Operating Fund	051153.42*4143	2021-2022 Air Compliance	4,563.87
Total			7,733.07

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

George & Formica moved to approve payment of Gannett Fleming, Inc. Invoice #048847.C0*4141, in the amount of \$1,713.19, for professional services rendered from December 4, 2021 through December 31, 2021 relative to the following Incinerator Project items: Air Permitting during Construction (\$1,147.41), Incinerator Construction Administration (\$565.78).

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

Gallagher & Formica moved to approve Requisition #C248 payable LB Industries, Inc. in the amount of \$13,779.18, for Payment Estimate #9 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 #7 (\$86,181.46) for a total contract price of \$635,691.46. The total of payments made to date including this payment is \$487,383.69, which leaves a balance of \$148,307.77.

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

Formica & Gallagher moved to authorize payment from the Operating Fund for Operating and Administrative Expenses (\$813,413.13); Construction in Progress (\$15,455.47); Transfers to

Other Authority Accounts (\$44,247.86); Debt Service Series 2018 Bond – BB&T (\$18,362.29); Debt Service Pennvest Loan #27906 (\$11,152.44); from the month of December 2021.

Roll Call: Ammon-no, Formica-yes, Gallagher-yes, George-yes, Grink-yes, Pacelli-yes, Sherrock-yes, Sullivan-yes, Zola-yes (Passed 8-1-0)

**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 \$242.51 from the month of December 2021.

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

OLD BUSINESS

None

NEW BUSINESS

None

Chairman Sullivan appointed Board Members Sherrock and Pacelli to the Pension Committee to fill the seats vacated by himself and the late John Milot.

Gallagher & Formica moved to adjourn.

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

The regular meeting was adjourned at 6:56 PM

The next scheduled Work Session will be Wednesday, February 23, 2022 at 6:30 PM

The next scheduled Regular Monthly Meeting will be Monday, February 28, 2022 at 6:30 PM

Respectfully submitted,

Greater Hazleton Joint Sewer Authority



Gregory Olander, Assistant Secretary