

The February 28, 2022 regular monthly meeting of the Greater Hazleton Joint Sewer Authority was called to order by Chairman Sullivan at 6:30 PM. All participating in the meeting gave a pledge of allegiance.

February 23, 2022 Work Session Roll Call:

Eyerly – Present	Formica – Present	Gallagher – Present ¹
George – Present ¹	Grink – Present	Pacelli - Present
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	Attorney Joseph D. Ustynoski – Solicitor
Rachel Govelovich, P.E. – Gannett Fleming	

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Attorney Joseph D. Ustynoski – Solicitor	Andy Nowak – Field Operations Manager
¹ Rachel Govelovich, P.E. – Gannett Fleming	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.

George & Gallagher moved to approve the minutes of the January 24, 2022 Regular Monthly Meeting. Passed: Aye-9, Nay-0, Absent-0

George & Gallagher moved to approve the minutes of the January 27, 2022 Special Meeting. Passed: Aye-9, Nay-0, Absent-0

George & Formica moved to approve the minutes of the February 10, 2022 Special Meeting. Passed: Aye-9, Nay-0, Absent-0

Pension Committee Report

Board Member Grink reported on behalf of the Pension Committee. He stated that the pension fund investments achieved a 7.7% net of fees rate of return for calendar year 2021. He said the funds are currently allocated at 61% equities, 13% alternatives, 24% fixed income, and 2% cash. He then stated that the investment advisor recommended a change to several money managers within the approved asset allocation model. He said three new money managers were being added by shifting a percentage of money away from existing money managers to better position the Authority due to changing market conditions from inflation. He said the Pension Committee approved the recommended changes during its meeting on February 23, 2022. He then reported that the Authority’s funding ratio was at least 87% even after the assumed rate of return was lowered from 7.5% to 6.5% last year.

George & Formica moved to approve the Pension Committee Report as presented.

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

Director of Operations Report - MONTHLY FLOW REPORT

	<u>January 2022</u>		<u>Year to Date</u>		
			<u>Total</u>		<u>Average</u>
Total Flow	<u>200,478,598</u>	Gallons	<u>200,478,598</u>	Gallon	xxxxx
Total Flow Bypassed	<u>92,187</u>	Gallons	<u>92,187</u>	Gallon	xxxxx
Days Flow Bypassed	<u>1</u>	Days	<u>1</u>	Days	xxxxx
Total Flow Treated	<u>200,386,411</u>	Gallons	<u>200,386,411</u>	Gallon	xxxxx
Average Minimum	<u>4.3</u>	MGD	xxxxx	xxxxx	<u>4.3</u> MGD
Average Maximum	<u>8.5</u>	MGD	xxxxx	xxxxx	<u>8.5</u> MGD
Average Daily Flow	<u>6.5</u>	MGD	xxxxx	xxxxx	<u>6.5</u> MGD

During the Work Session, the Director of Operations, Christopher Carsia, reviewed the wastewater flows for January 2022 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 4.417 million gallons with 92,187 gallons diverted at the treatment plant. He said approximately 385,000 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 200.5 million gallons with approximately 200.4 million gallons being treated. He also stated that the average daily flow to the treatment plant for the month was 6.5 MGD.

Christopher reported that the revenues for January 2022 were \$1,142,703.50 which was a 1.7% increase from the prior year. He said the billing for hauled waste received in January totaled \$137,098.74, which is a decrease of 3.1% from the same month in the prior year. He then stated that the sewer customer collection rate for January 2022 was 94.31% with a hauled waste collection rate of 103.03%. Gregory Olander then reported that the Authority will be starting the delinquent customer collections process for the year with delinquent notices being mailed to Section A property owners the first week of March. He said Section A properties will be posted in mid-April with water shutoffs occurring in mid to late May. He said the collection procedures for the other sections would begin in the next two months.

Christopher Carsia reported that the new NPDES Permit was received from DEP and it becomes effective March 1, 2022. He said among the many new requirements, the Authority must now track and report all residual hauled waste loads on supplemental forms and provide them to DEP along with the Discharge Monitoring Reports (DMR) on a monthly basis. He said the tracking of residual waste appears to be quite cumbersome to record manually, so the programmer for the Hauled Waste Receiving Station tracking software was contacted to determine if the system can be modified to automatically populate the required information into the reports. He said a proposal from Martz Technologies for this programming work is on the agenda for the Board's consideration. He then stated that DEP must now be notified for prior approval before any new residual hauled waste may be accepted for discharge. He said a letter was sent to all hauled waste customers informing them of this new requirement.

Andy Nowak reported that repairs were made to correct a break in an old private main on 8th Street in Hazleton City between Alter and Vine Streets. He then reported that a sewer repair was made in West Hazleton Borough at Oak and 3rd Streets. He said accumulated grease and debris caused a backup in the main line that resulted in damage to in homeowner's basement. He said the homeowner contacted the Authority and they would be submitting cleaning costs for reimbursement. Andy also reported that the Allen Street Water Line Relocation Project was completed except for the final asphalt paving, which will be done in warmer weather when product is available.

Gregory Olander gave an update on a few maintenance issues since the last meeting. He reported that the replacement grit screw and other parts for the Grit Channel have still not been delivered. He stated that several issues at the pump stations are being worked on by the maintenance department including a variable frequency drive at Locust Street Pump Station that is currently out for repair. He said Gannett Fleming was onsite to measure the annular space of pipe penetrations in the Denite Pipe Gallery to determine if custom seals would need to be ordered to contain the slow leaks coming from the Denite tanks. He said the measurements confirmed that the annular space is within tolerance for link seals, so a more robust link seal is being sourced for a future project to replace seals that are leaking. He reported that one (1) of the two (2) new Secondary Effluent Pumps were installed to replace a failing pump. He stated that once the second pump is installed, the older pump that was replaced will be sent for rebuild and put into inventory as a spare.

Gregory then reported that programmers were working on final modifications to the SCADA system; however, additional changes to reports being generated using data from the Incinerator PLC will be necessary. He said the report discrepancies were identified by Plant Operations Manager, Gene Zynel, and have been discussed with the Air Quality specialists at Gannett Fleming. He then reported that the SUEZ Incinerator Networking Conference has been scheduled for June 21, 2022 and June 22, 2022 with presentation being held at Mohegan Sun Convention Center in Wilkes-Barre. He said the tour of the Authority's WWTP will be on June 22, 2022.

Gregory also reported that although the contractor for the 2020 WWTP Improvements Project demobilized until Spring, they have been working on some areas such as pouring the Secondary Pump Station floor and installing the new hatch, drains, and curbing at the Primary Pump Station.

Gregory then informed the Board that the first few weekly payments were received through the Low-Income Household Assistance Program (LIHWAP) to pay past due balances for eligible customers. He stated that delinquent notices for Section A were mailed to delinquent property owners and the posting for that section would begin April 12, 2022.

George & Formica 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, Rachel Govelovich referenced a written Engineer's Report that was distributed to the Board. She reported that the new NPDES Permit was received and it contains several new requirements. She said the Authority will implement several

changes including performing a Chlorine Demand Study to attempt to lower the residual chlorine limit that comes into effect in 2025, adding metal parameters and e-coli testing, performing Whole Effluent Toxicity (WET) testing, flow modeling study on CSO discharge points, and producing a High Flow Management Plan. She also noted that a Local Limits Re-evaluation is now required to be completed within one (1) year of permit issuance for submission to EPA as part of the Industrial Pretreatment Program.

Rachel reported on the Incinerator Installation Project, noting that the final December 2021 Stack Test Report was received and the Authority passed for all parameters including Dioxins/Furans. She said her firm is working on getting DEP additional information they requested that was not in the report. She said the Incinerator is still in Shakedown until May 30, 2022 and an application for Operating Permit needs to be submitted by that date or an extension requested. She stated that the other air quality reports listed in the written 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 expected to be reviewed by CFA in March 2022. She then reported that she is working on another LSA Grant Application for the Locust Street CSO Separation Project – Area 2, which has a March 15, 2022 deadline. She stated that Resolution 001 of 2022 approving the grant application and assigning signors for the grant documents is on the agenda for the Board's consideration.

Rachel then reported on the 2020 WWTP Improvement Project noting that although the contractor demobilized for the winter, they were able to complete the pour for the concrete floor in the Secondary Pump Station and install the new hatch in the Primary Pump Station (PPS) as well as some additional work to complete the PPS stairs and handrail. She said Payment Estimate #10 in the amount of \$19,475.00 is on the agenda and recommended for approval.

Rachel also noted that a Plan of Study was being prepared for the Act 537 Plan for submission to DEP for their approval. Rachel then noted that Link Seals in the Denitrification Pipe Galley were being sourced and several other mandatory annual reports are being completed along with Authority staff as listed in the Engineer's Report.

During the Regular Meeting, Robert Dougherty referenced a written report that was distributed to the Board. He said the base mapping is about 80% complete for the Locust Street CSO Separation Project in Hazleton City CAP Area 2 & 3. He also reported that the Allen Street Water Line Relocation Project was completed by the contractor and has passed pressure testing. He then reported that the Area 10 Project is now expected to begin in March and take approximately three (3) months to complete.

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

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

Solicitor's Report – In addition to what was reported in executive session during the Work Session, Attorney Ustynoski requested to enter executive session to discuss a legal issue.

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

George & Formica moved to approve payment of Gannett Fleming, Inc. invoices and requisitions from January 1, 2022 through January 28, 2022, totaling \$20,470.72 as listed in the following table:

<u>Requisition#</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
Operating Fund	051153.A*5368	Annual Service Work	4,202.15
Operating Fund	051153.B*5370	Attending Authority Meetings	323.30
Operating Fund	051153.T*5371	NPDES Permit Renewal	434.63
Operating Fund	051153.AJ*5369	Wastewater Capacity Issues	365.24
Operating Fund	051153.03*5365	Hazleton Creek Commerce Center	1,805.60
Operating Fund	051153.39*5366	2020 WWTP Improvements Project	1,529.59
Operating Fund	051153.42*5367	2021-2022 Air Compliance	11,810.21
Total			20,470.72

Roll Call: Eyerly-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 payment of Gannett Fleming, Inc. Invoice #048847.C0*5364, in the amount of \$891.82, for professional services rendered from January 1, 2022 through January 28, 2022 relative to the following Incinerator Project items: Air Permitting during Construction (\$730.17), Incinerator Construction Administration (\$161.65).

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

Gallagher & George moved to approve Requisition No. C249, payable to LB Industries, Inc., totaling \$19,475.00, for Payment Estimate #10 of the 2020 WWTP Improvements Project. The original contract price was \$549,510.00. Add for change Order #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 \$506,858.69, which leaves a balance of \$128,832.77.

Roll Call: Eyerly-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 authorize payment from the Operating Fund for Operating and Administrative Expenses (\$534,894.56); Construction in Progress (\$12,723.13); Vehicles (\$81,180.00); Transfers to Other Authority Accounts (\$13,779.18); Debt Service Series 2018 Bond – BB&T (\$18,362.29); Debt Service Pennvest Loan #27906 (\$11,152.44); from the month of January 2022.

Roll Call: Eyerly-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 issued credits report totaling \$1,158.61 from the month of January 2022.

Roll Call: Eyerly-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

Gallagher & Formica moved to approve the Programming Services as listed in Martz Technologies, Inc. Quotation #MTZ22047_ADS in the amount of \$9,975.00 to modify the Hauler Login HMI and VZRscada database, and to create a custom excel report to record hauler information for monthly reporting as required by DEP in the new NPDES Permit.

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

Formica & Grink moved to approve Resolution 001 of 2022 requesting a Statewide Local Share Assessment (LSA) Grant in the amount of \$1,000,000.00 from the Commonwealth Financing Authority (CFA) to be used for the Locust Street CSO Separation Project, Area 2; and to designate signors for the execution of documents and agreements related to the Grant.

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

Board Member Zola expressed his concern with the recent interest in economic development of the Greater Hazleton Area. He said the area is poised for considerable industrial/commercial growth which will in turn increase the amount of people living and working in the area. He said the Authority should be looking into a way to expand the treatment plant to ensure the sewage needs are available to accommodate this growth. Gregory Olander added that the Act 537 Plan, which the Authority is beginning, is a comprehensive plan to determine the sewage needs of a community over the next 20 years. He said that plan is used by the state to determine if they will allow plant expansion or other sewer facilities for the area. Board Member Zola added that the Authority should also be looking for real estate for equipment, supplies, etc. Chairman Sullivan stated that he would be reforming the Building & Grounds Committee to meet with staff to investigate these issues.

Gallagher & Formica moved to adjourn.

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

The regular meeting was adjourned at 7:21 PM

The next scheduled Work Session will be Thursday, March 24, 2022 at 6:30 PM

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

Respectfully submitted,

Greater Hazleton Joint Sewer Authority



Gregory Olander, Assistant Secretary