

The March 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.

March 24, 2022 Work Session Roll Call:

Eyerly – Absent	Formica – Absent	Gallagher – Present
George – Absent	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	¹ Attorney Joseph D. Ustynoski – Solicitor
¹ Rachel Govelovich, P.E. – Gannett Fleming	Gene Żynel – Plant Operations Manager

March 28, 2022 Regular Meeting Roll Call:

Eyerly – Absent	Formica – Present	Gallagher – Present
George – Present ¹	Grink – Present	Pacelli – Present
Sherrock – Present	Sullivan – Present	Zola – Present ¹

Also in Attendance during Regular Meeting:

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 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.

Gallagher & Formica moved to approve the minutes of the February 23, 2022 Pension Meeting. Roll Call: Eyerly-absent, Formica-yes, Gallagher-yes, George-yes, Grink-yes, Pacelli-yes, Sherrock-yes, Sullivan-yes, Zola-yes (Passed 8-0-1)

Formica & Gallagher moved to approve the minutes of the February 28, 2022 Regular Monthly Meeting. Passed: Aye-8, Nay-0, Absent-1

Director of Operations Report - MONTHLY FLOW REPORT

	<u>February 2022</u>		<u>Year to Date</u>		
			<u>Total</u>		<u>Average</u>
Total Flow	317,914,650	Gallons	518,393,248	Gallon	xxxxx
Total Flow Bypassed	20,695,284	Gallons	20,787,471	Gallon	xxxxx
Days Flow Bypassed	5	Days	6	Days	xxxxx
Total Flow Treated	297,219,366	Gallons	497,605,777	Gallon	xxxxx
Average Minimum	7.8	MGD	xxxxx	xxxxx	6.1 MGD
Average Maximum	16.5	MGD	xxxxx	xxxxx	12.5 MGD
Average Daily Flow	10.6	MGD	xxxxx	xxxxx	8.6 MGD

During the Work Session, the Director of Operations, Christopher Carsia, reviewed the wastewater flows for February 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 42.266 million gallons with 20.695 million gallons diverted at the treatment plant. He said approximately 2.279 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 317.9 million gallons with approximately 297.2 million gallons being treated. He also stated that the average daily flow to the treatment plant for the month was 10.6 MGD, which raised the year-to-date total to 8.6 MGD. Christopher stated that due to the release of the new NPDES Permit that became effective on March 1, 2023, there are several new DEP reporting requirements relative to Combined Sewer Overflows and hauled waste discharges at the treatment plant. He said this additional reporting is more inclusive documentation that must be sent as an attachment on a monthly basis along with the Discharge Monitoring Reports (DMR). He then noted that DEP was notified of an unauthorized bypass that occurred on March 3, 2022 at the 19th Street & Wilber Court diversion chamber located in Hazleton City. He said the bypass was due to a rock and built-up rag material, which caused an obstruction in the sanitary sewer line that accepts flow from the combined sewer. He said the rock was removed on Saturday, March 5th and the line cleaned of debris on Friday, March 4th, which resulted in the sanitary sewer taking all flow entering the diversion chamber. He also noted that a water break was identified on a 2-inch line at 9th and Church Streets in Hazleton, which added a large amount of potable water to the already high flow coming to that diversion chamber. He said the Hazleton City Authority (HCA) was notified of the leak and they are expected to find the exact location of the break so a repair can be made to the HCA water line.

Gregory Olander, Director of Administration, reported that the revenues for February 2022 were \$966,152.65 which was a 2.9% increase from the prior year. He said the billing for hauled waste received in February totaled \$150,380.74, which is an increase of 46.0% from the same month in the prior year. He then stated that the sewer customer collection rate for the fiscal year through February 2022 was 94.71% and the hauled waste collection rate was 99.94%. Gregory then reported that the business office sent delinquent notices to Section A customers in early March and those delinquent customers would be posted on April 12, 2022. He then stated that the delinquent notices for Section B would be mailed on April 6th. He said now that delinquent collections have begun, he expects an uptick in the overall customer collection rate. Gregory also reported that payments have been coming from the state for delinquent customers who qualify for the Low Income Household Water Assistance Program (LIHWAP). Gregory asked the Board if they would be interested in adding a module to the billing/collections platform that allows a customer to pay by credit card over the telephone using Interactive Voice Recognition (IVR). He said the initial set up cost is \$5,000 with an annual service fee of \$2,400 per year. After some discussion by the Board, adding the IVR option was put on hold unless there was a greater demand since Online Bill Pay via credit card is already a payment option.

Christopher Carsia then reported that the cost analysis and benefit information requested by the Union in preparation for contract negotiations was dropped off at their office in Berwick. He then informed the Board that a PMAA Region III Dinner Meeting is scheduled for April 28, 2022 in Dallas, PA for any Board Members who wish to attend. He noted that Board Member Formica is expected to be nominated as the Assistant Director for PMAA Region III and all Board Members

are encouraged to attend the meeting to show their support for his Regional Directorship that would be a three-year term.

Christopher then reported that a request was received from the owner of Biros Septic & Drain Cleaning to modify the Authority's standard Discharge Authorization Form. Christopher stated that he spoke with Mr. Biros and told him the matter would be discussed by the Board at the next meeting. After some Board discussion, Attorney Ustynoski, was instructed to respond to Mr. Biros that the Authority's Form cannot be modified.

Christopher then informed the Board that the Authority received results of its first Whole Effluent Toxicity (WET) Test, which is one of the new requirements in the NPDES Permit. He asked Gene Zynel to elaborate on the test and results. Gene stated that it is a biological test using different dilutions of the treatment plant effluent. He said fathead minnows and sand fleas are used to test the different dilutions for survivability and reproductive rates. Gene reported that the Authority passed the test with very high marks and there was even 100% survival rate for fathead minnows in the full-strength effluent. He said this is very good news given that many treatment plants have difficulty passing this test. He said one more test needs to be passed in 2022, then the Authority would move to annual testing rather than twice per year.

Christopher then reported that management had a virtual meeting with representatives of Martz Technologies to discuss an opportunity at the county level for possible funding for a project to optimize the operation of pumps at remote pumping stations through Artificial Intelligence (AI) programming with a resulting decrease to electricity expense. He noted that the Authority's Lead Maintenance Man, Steve Delman, was not on the call, but he needs to be part of the discussion before moving forward since he is most knowledgeable of the pump station operation. Christopher said there would be a follow-up meeting with Martz for a more detailed discussion of pump station operation and how programming changes may affect the pump station's performance.

Gregory then noted that he and Gene Zynel had a meeting with representatives of Hach, Inc. to discuss the ability to use their instrumentation and AI programming to automate polymer dosing during the dewatering process. He said it was a good conversation, and the representatives noted that the Authority could use the system on a trial basis to see if there are any savings in reduced polymer consumption. Gene noted that before moving forward, he asked the Hach representatives for a few treatment plants where the system is being used, so he and Mr. Olander could visit a plant to verify performance and discuss other operational questions with their staff.

Gregory also reported that maintenance staff is still waiting for the grit screw and other parts needed for the Grit Chamber repair. He also noted that a malfunctioning flow meter was replaced at the Autumn & Ridge CSO Vortex Separator as the Authority works toward submission of a final report to DEP on that Project. Gregory informed the Board that the wastewater chemicals bid for the upcoming fiscal year would be advertised with a bid opening in June. He then reported that the Authority received notice from USP Technologies, the supplier of Hydrogen Peroxide, that they would begin instituting a service and maintenance fee in the amount of \$1,375.00 per month for use of their tank and dosing equipment. Gregory noted that the Authority has been purchasing this product from them since 2004 and never paid a service fee, but usage has decreased dramatically since the incinerator went online in 2020 and the product is mainly used as a supplement for odor

control at the treatment plant. He notified USP Technologies that the Authority would be sourcing alternate options for odor control and asked if the Authority could purchase the tank/equipment rather than pay the monthly fee. Gene noted that usage is about 12 gallons per day and he has some leads on other chemical odor control options. Gregory also noted that he and Rachel Govelovich were working on the content for the June 22nd incinerator presentation along with materials for an instructional handout used during the plant tour later that day. Gregory also reported that additional flyash analyses are needed to determine if it is feasible to move forward with the beneficial reuse of flyash. He said two additional samples will be taken and a follow up meeting will be held with Material Matters in the next few weeks.

George & Gallagher 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, Rachel Govelovich referenced a written Engineer's Report that was distributed to the Board. Rachel reported on the Incinerator Installation Project, noting that DEP made comments and requested additional information not contained in the December 2021 Stack Test Report. She said the testing company was contacted and the information was compiled and submitted to DEP on February 24th to address their issues. 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 another extension must be requested. Rachel reported that following submission of quarterly CEMS reports, DEP is issuing small fines for periods of invalid data during the month. She explained that permit specifies that the CEMS must be operational 100% of the time; however, the unit must be periodically calibrated and maintained, which is primarily the reason for the times of invalid data. Gregory Olander stated that he spoke with someone in the air quality department at DEP Central Office about the issue and they indicated that any time the unit is not providing a reading, it produces an invalid status. The DEP representative suggested contacting the DEP local office to see if they are receptive to not recording the maintenance and calibration activity times as invalid. Gregory said he would contact them after the other air quality issue is resolved since these fines are minimal at about \$200 quarterly. Rachel also stated that the other air quality reports listed in the written Engineer's Report would be worked on for submission before their respective deadlines.

Rachel also reported that review of the LSA Grant Application for the Area 3 Locust Street CSO Separation Project was postponed until May 24, 2022. She said it was expected to be reviewed by CFA in March 2022. She then reported that the statewide LSA Grant Application in the amount of \$1,000,000 has been submitted for the Locust Street CSO Separation Project – Area 2 as requested.

Rachel then reported on the 2020 WWTP Improvement Project noting that although the contractor demobilized for the winter, they were able to complete additional work since last month for concrete repairs and installation of the floor drains to collect pooling water outside the Primary Pump Station (PPS). She said Payment Estimate #11 in the amount of \$14,725.00 is on the agenda and recommended for approval.

Rachel also noted that a draft Plan of Study was prepared for the Act 537 Plan for submission to DEP. Rachel provided a copy of Plan of Study including a breakdown of responsibilities to the

Board for questions or comments. Chairman Sullivan asked about the other engineers listed in the plan to see if they were notified of their responsibilities. He said that he wanted to be sure they would get their portion completed in a timely manner so as not to delay the Act 537 Plan submission to DEP. Rachel responded that responsibilities were explained to each of the engineers during their respective presentations; however, a follow-up meeting will be scheduled once the Authority determines which engineers it wishes to use to collect the local municipal data needed for the Plan. She said an RFP would be sent to the specific engineers for Hazleton City and West Hazleton Borough so there is no confusion about responsibilities and timing.

Rachel then reported that her firm is assisting with sourcing the replacement Link Seals in the Denitrification Pipe Galley, the Local Limits Update as required by the new NPDES Permit, and completion of other mandatory reports for submission to DEP and/or the Trustee as listed in the written 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 nearly 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 except for the asphalt paving, which will be completed once the asphalt plants open in the Spring. He then reported that the field meeting was held last week for the Area 10 Project, which is now expected to begin in about 2 weeks on April 11, 2022.

Gallagher & Formica 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 stated that he had nothing additional to report.

Gallagher & Grink moved to accept the Solicitor's report. Passed: Aye-8, Nay-0, Absent-1

BILLS AND CREDITS

Formica & Sherrock moved to approve payment of Gannett Fleming, Inc. invoices and requisitions from January 29, 2022 through February 25, 2022, totaling \$28,347.79 as listed in the following table:

<u>Requisition#</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
Operating Fund	051153.A*6462	Annual Service Work	5,878.65
Operating Fund	051153.B*6465	Attending Authority Meetings	809.31
Operating Fund	051153.C*6466	Chapter 94 Report	1,452.35
Operating Fund	051153.D*6467	Pretreatment Program	1,086.56
Operating Fund	051153.E*6468	CSO Work	362.19
Operating Fund	051153.T*6469	NPDES Permit Renewal	1,064.45
Operating Fund	051153.AG*6463	Financing and Grants	323.30
Operating Fund	051153.AJ*6464	Wastewater Capacity Issues	1,415.20
Operating Fund	051153.03*6459	Potential Development Services	362.19
Operating Fund	051153.39*6460	2020 WWTP Improvements Project	1,353.60
Operating Fund	051153.42*6461	2021-2022 Air Compliance	14,239.99
Total			28,347.79

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

George & Gallagher moved to payment of Gannett Fleming, Inc. Invoice #048847.C0*6458, in the amount of \$4,935.97, for professional services rendered from January 29, 2022 through February 25, 2022 relative to the following Incinerator Project items: Air Permitting during Construction (\$4,653.08), Incinerator Construction Administration (\$282.89).

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

Gallagher & Sherrock moved to approve Requisition No. C250, payable to LB Industries, Inc., totaling \$14,725.00, for Payment Estimate #11 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 \$521,583.69, which leaves a balance of \$114,107.77.

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

Gallagher & George moved to authorize payment from the Operating Fund for Operating and Administrative Expenses (\$572,244.12); Construction in Progress (\$13,864.41); 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 February 2022.

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

Formica & Grink moved to approve issued credits report totaling \$2,255.99 from the month of February 2022.

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

OLD BUSINESS

None

NEW BUSINESS

Chairman Sullivan made the following committee assignments:

Pension Committee – Grink*, Pacelli, Sherrock

Building & Grounds Committee – Gallagher*, George, Formica

Hiring Committee – Zola*, George, Grink

Negotiating/Grievance Committee – George*, Grink, Gallagher

Restructuring Committee – Gallagher*, Eyerly, George

**Committee Chairman*

Gallagher & Grink moved to adjourn.

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

The regular meeting was adjourned at 6:37 PM

The next scheduled Work Session will be Wednesday, April 20, 2022 at 6:30 PM

The next scheduled Regular Monthly Meeting will be Monday, April 25, 2022 at 6:30 PM

Respectfully submitted,

Greater Hazleton Joint Sewer Authority



Gregory Olander, Assistant Secretary