

The August 22, 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.

August 17, 2022 Work Session Roll Call:

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

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Attorney Joseph D. Ustynoski – Solicitor	Gene Zynel – Plant 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 & Sherrock moved to approve the minutes of the July 25, 2022 Regular Monthly Meeting.
Passed: Aye-9, Nay-0, Absent-0

Pension Committee Report

Board Member Grink reported for the committee. He stated that so far this year the Pension Portfolio is down 13.3%; however, the losses were less than those funds used as the benchmark. He said the investment advisor expects continued choppiness in the markets with the potential for additional downward trend in equities into next year. He noted that the Actuarial Consultant focuses on the unfunded liability for Other Post-Employment Benefits (OPEB), which is now at approximately \$3,000,000.

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>July 2022</u>		<u>Year to Date</u>		
			<u>Total</u>		<u>Average</u>
Total Flow	169,782,955	Gallons	1,929,420,530	Gallon	xxxxx
Total Flow Bypassed	139,094	Gallons	91,585,909	Gallon	xxxxx
Days Flow Bypassed	2	Days	41	Days	xxxxx
Total Flow Treated	169,643,861	Gallons	1,837,834,621	Gallon	xxxxx
Average Minimum	3.4	MGD	xxxxx	xxxxx	6.2 MGD
Average Maximum	8.8	MGD	xxxxx	xxxxx	14.2 MGD
Average Daily Flow	5.5	MGD	xxxxx	xxxxx	8.7 MGD

During the Work Session, the Director of Administration, Gregory Olander, reviewed the wastewater flows for July 2022 as presented in the monthly flow report. He said the flow to the treatment plant was recorded at approximately 169.7 million gallons with approximately 169.6 million gallons being treated. He also stated that the average daily flow to the treatment plant for the month was 5.5 MGD, which lowered the year-to-date total to 8.7 MGD, which is below the permitted annual average flow of 8.9 MGD.

Gregory Olander then reported that the revenues for July 2022 were \$1,331,418.28 which was a 14.8% increase from the prior year. He said the billing for hauled waste received in July totaled \$150,550.27, which is a decrease of 7.3% from the same month in the prior year. He then stated that the overall customer collection rate for the fiscal year was 105.18% due to robust collections during the delinquent customer processing season. He also stated that the hauled waste portion remained consistent at 100.14% for the year. He also reported that delinquent collections procedures were completed for the year and the LIHWAP Program through the state helped pay for nearly 150 customers past due balances totaling about \$150,000 to date.

Gregory then reported that a contractor was scheduled to be onsite on August 31st to install a flow meter on the discharge line at the Locust Street Pump Station. He said DEP would not allow the Authority to shut down the station and disinfect the diverted flow while the project was being completed; therefore, a hauling company has been contracted to transport the flow from the station to the WWTP via tanker trucks during low flow conditions beginning at about 3:00 AM. He said once the Maintenance Department changed the faulty valve, the station will be able to run through the Authority’s bypass pump while the contractor completes the flow meter installation. He said DEP had been notified of the project. He then stated that a price was requested from the same contractor for installation of the replacement link seals in the Nitrification and Denitrification pipe galleries and pricing will be discussed with the Board when received. He stated that an alternate price in the amount of \$27,000, through COSTARS, was received to purchase a double walled tank to store Hydrogen Peroxide, which is well below the first quote received. He said Gene Zynel was working with this supplier to get pricing for the pumping equipment as well as the tank. Gregory noted that the lab has still not released the results of the additional fly ash sample to determine if beneficial reuse is an option. He then reported that the Operations staff completed a cleaning project to disinfect the Nitrification and Denitrification Cells, Secondary Effluent Tank,

UV Disinfection Tank, Plant Water Tank and Final Effluent Tank. He said they did a great job and the cleaning was very timely due to the identification of invasive organisms in the Effluent and Plant Water Tanks. He stated that the Authority's effluent is so clean that snails, leaches, and freshwater sponges were removed from the tanks. He said we will need to keep an eye on these tanks for continued growth because these invasive species, particularly the fresh water sponges, cause major problems in a WWTP. He noted that the Authority's effluent water is very high quality due to the presence of the fresh water sponges.

Gregory then reported on the 2020 WWTP Improvement Project noting that the contractor has some concrete work to complete and the Project will be finished sometime in August. He said hopefully final closeout will be at next month's meeting.

Gregory then stated that he would be submitting a grant application through Luzerne County for ARPA funds to help pay for the Locust Street CSO Separation Project. He said the deadline is September 15, 2022. He also noted that Rachel will discuss PENNVEST funding for the project during her report.

Gregory also reported that the program being used since the late 1990's to record operational data at the WWTP and generate reports needed to complete the Discharge Monitoring Reports to the State is obsolete. He said it was a custom Program through Gannett Fleming that can no longer be supported. He said the software needs to be upgraded and he asked Nick Sahd to get a list of other available programs to compile this data. He said the Authority did not have SCADA system back then and the newer programs integrate with the SCADA to automatically record operational data. He said that he will report back to the Board with options and pricing to upgrade this recording and reporting system. Gregory stated that Gene Zynel would be discussing personnel issues in executive session during the Solicitor's report.

During the Work Session, Andy Nowak reported on the 60-inch CSO outfall pipe replacement alongside the Hazleton Area High School. He said three hundred forty (340) linear feet of pipe were replaced, which was the goal this year. He said the restoration work was completed before the school year started again. He said it was necessary to rent an excavator and small dozer to perform the work. Andy then reported that street restoration and installation of new curbing at the site of the Allen Street 48" CSO Pipe replacement have been completed. He then reported that invoices continue to be compiled and sent to the insurance carrier relative to damage from the lightning strike on July 25th. He said the old 2008 Dump Truck was fully depreciated and Hazle Township expressed interest in the vehicle. He said since the Authority received the new 10-ton dump truck there is little need for this vehicle. He suggested the Authority provide it to Hazle Township since they did not receive anything during the last round of vehicle transfers. During the Regular Meeting, Gregory Olander stated that as long as there are no objections, he would authorize the transfer to Hazle Township with the approval of the Director of Operations' Report.

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. Rachel reported on the Incinerator Installation Project, noting that the operating permit application has been drafted and is being reviewed before submission to DEP. She reported that Authority staff, Gannett Fleming representatives and SUEZ representatives had a meeting with the Wet Electrostatic Precipitator (WESP) manufacturer to discuss ways of optimizing the unit for higher power operating ranges. She said they were also instructed to perform an inspection inside the unit during the next annual maintenance shutdown of the incinerator. Rachel said her firm is also assisting in preparing the required air quality reports as listed in this month's written Engineer's Report.

Rachel also reported that all change orders have been submitted to PENNVEST for the incinerator project via the website and DEP was provided hard copies of the change orders as requested. She also noted that she is working on a PENNVEST payment request submission for the Incinerator Installation Project.

Rachel also reported that the statewide LSA Grant Application in the amount of \$1,000,000 was submitted a few months ago for the Locust Street CSO Separation Project – Area 2 and a decision is expected at the November CFA meeting. She then reported that PENNVEST was asked to provide dates for a planning consultation for funding the Locust Street CSO Separation Project. She said we are currently awaiting a response from DEP to set the meeting.

Rachel then reported that the Act 537 Plan of Study was submitted to DEP and pre-planning dates were requested. She said once DEP responds, a pre-planning meeting will be scheduled. She stated that her firm is also assisting with the Local Limits Update as required by the new NPDES Permit and a response to comments posed by EPA has been drafted and is being reviewed by Authority staff. She then reported that the Annual Operations Report and Engineer's Certificate were submitted to the Authority's Trustee before the end of the fiscal year as required.

During the regular meeting, Robert Dougherty reported that he is working on an updated cost estimate for the Area 2 & 3 sewer separation work so it may be used in preparation of PENNVEST and various grant applications for funding. He noted that design work in Area 3 is ongoing.

Gallagher & Grink 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 by Attorney Ustynoski during the Work Session, Attorney Ustynoski stated that he communicated with the developer of the Hazle Creek site to notify them of the excessive fill material covering the Authority's manhole and main line. He said the situation was immediately corrected. He also noted that he forwarded the Reservation of Capacity Agreement (ROCA) to the developer, so they are aware of the Authority's position instituting EDU reservation through a ROCA. He stated that he has not heard back from the developer since forwarding them the agreement last week. He then requested the Board move to executive session to discuss a legal issue and a personnel issue.

Grink & Formica moved to enter executive session to discuss a legal issue and a personnel issue.

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

Formica & Sherrock moved to approve payment of Gannett Fleming, Inc. invoices and requisitions from July 2, 2022 through July 29, 2022, totaling \$22,945.95 as listed in the following table:

<u>Requisition#</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
Operating Fund	051153.A*12365	Annual Service Work	\$ 4,908.22
Operating Fund	051153.B*12369	Attending Authority Meetings	\$ 744.79
Operating Fund	051153.D*12370	Pretreatment Program	\$ 301.95
Operating Fund	051153.T*12371	NPDES Permit Renewal	\$ 150.98
Operating Fund	051153.AI*12367	ODMS Program Updates	\$ 173.85
Operating Fund	051153.AJ*12368	Wastewater Capacity Issues	\$ 804.44
Operating Fund	051153.42*12363	2021-2022 Air Compliance	\$ 7,410.43
Operating Fund	048847.C0*12359	Incinerator Project	\$ 8,451.29
Total			\$ 22,945.95

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 approve Requisition No. C254, payable to Wexcon, Inc., totaling \$434,412.75, for Payment Estimate #1 (FINAL) of the Area 10 Sewer Rehabilitation and Replacement Project as recommended by the Engineer. The original contract price was \$384,120.00. Add for Change Order #1 in the amount of \$50,292.75 for a total contract price of \$434,412.75. The total of payments made to date including this payment is \$434,412.75, which leaves a zero balance.

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 (\$671,553.49); Construction in Progress (\$23,488.76); Transfers to Other Authority Accounts (\$678,082.95); Debt Service Series 2018 Bond – BB&T (\$18,362.29); Debt Service Pennvest Loan #27906 (\$11,152.44) from the month of July 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)

George & Gallagher moved to approve issued credits report totaling \$4,095.63 from the month of July 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

In accordance with Section 5607 (24) of The Pennsylvania Municipality Authorities Act, **Gallagher & Formica** moved to approve the use of Reservation of Capacity Agreements (ROCA) for Owners/Developers to reserve Equivalent Dwelling Units (EDU) with an annual reservation of capacity fee equal to sixty percent (60%) of the average sanitary sewer bill per EDU paid to the Authority as outlined in the ROCA.

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 the transfer of \$68,000.00 from the Operating Fund to the Operating Reserve for Fiscal Year Ended July 31, 2022 as presented by Authority Management.

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

At the end of the meeting, Board Member Gallagher stated that he toured the Authority's WWTP on August 8th along with the Fire Chiefs from Hazleton City and Hazle Township so they could become familiar with the facility. He said they were very impressed with the cleanliness and organization. He said they noted only two concerns following the visit: the storage of liquid Ammonia onsite and the Authority securing a contract with a third-party remediation company in the event of an emergency. Authority Management stated that they would begin to address those concerns.

Gallagher & Grink moved to adjourn.

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

The regular meeting was adjourned at 6:57 PM

The next scheduled Work Session will be Wednesday, September 21, 2022 at 6:30 PM

The next scheduled Regular Monthly Meeting will be Monday, September 26, 2022 at 6:30 PM

Respectfully submitted,

Greater Hazleton Joint Sewer Authority



Gregory Olander, Assistant Secretary