

The September 26, 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.

September 21, 2022 Work Session Roll Call:

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

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¹ Attorney Joseph D. Ustynoski – Solicitor	Robert Dougherty, P.E. – RJD Engineering
¹ Rachel Govelovich, P.E. – Gannett Fleming	

¹ via Videoconference

²Board Member Grink had phone issues and the call disconnected during the meeting.

PUBLIC COMMENT

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

Formica & Gallagher moved to approve the minutes of the August 17, 2022 Pension Meeting.
 Passed: Aye-9, Nay-0, Absent-0

Formica & George moved to approve the minutes of the August 22, 2022 Regular Monthly Meeting.
 Passed: Aye-9, Nay-0, Absent-0

Director of Operations Report -

MONTHLY FLOW REPORT

	<u>August 2022</u>		<u>Year to Date</u>		
			<u>Total</u>		<u>Average</u>
Total Flow	166,105,769	Gallons	2,095,526,299	Gallon	xxxxx
Total Flow Bypassed	4,191,928	Gallons	95,777,837	Gallon	xxxxx
Days Flow Bypassed	4	Days	45	Days	xxxxx
Total Flow Treated	161,913,841	Gallons	1,999,748,462	Gallon	xxxxx
Average Minimum	3.1	MGD	xxxxx	xxxxx	5.8 MGD

Average Maximum	10.3 MGD	xxxxx	xxxxx	13.7 MGD
Average Daily Flow	5.2 MGD	xxxxx	xxxxx	8.3 MGD

During the Work Session, the Director of Administration, Gregory Olander, reviewed the wastewater flows for August 2022 as presented in the monthly flow report. He said the flow to the treatment plant was recorded at approximately 166.1 million gallons with approximately 161.9 million gallons being treated. He also stated that the average daily flow to the treatment plant for the month was 5.2 MGD, which lowered the year-to-date total to 8.3 MGD, which is now below the permitted annual average flow of 8.9 MGD.

Gregory Olander then reported that the revenues for August 2022 were \$1,096,709.10 which was a 18.1% increase from the prior year. He said the billing for hauled waste received in August totaled \$179,572.70, which is an increase of 17.9% from the same month in the prior year. He then stated that the overall customer collection rate for the month of August was 101.94%. He also reported that the LIHWAP Program through the state helped pay for over 150 customers past due balances totaling about \$154,000 to date; however, notification was received that the program will be ending on October 28, 2022. He then reported that the financial audit for fiscal year 2021-2022 began on September 19th, and it seems to be going well so far.

Gregory then reported that the flow meter installation at Locust Street Pump Station was completed on August 31, 2022. He said the project began during low flow at 3:00 am with the Authority crew shutting down the station and draining the force main in to the wet well at the station. He said tanker trucks hauled the wastewater to the Authority’s treatment plant during the installation project and 81,000 gallons of waste were hauled in total. He said the Maintenance Department personnel changed a faulty valve, and an outside contractor arrived at about 6:30 am to install the flow meter and correct an offset mechanical joint with a more permanent installation. He said the project was completed and the station went back online just after 11:00 am. He said the programmer and equipment provider was onsite the following day to set-up the meter.

He then reported that the annual incineration shutdown for maintenance and inspection began on September 19th. He said changeout to smaller cylinders on both cake pumps was the first of a long list of items to be accomplished over the next four weeks. He said the smaller 1.7 L cylinders will allow for additional turn down of incineration during times of low sludge inventory. He said once the reactor is cool enough, the sand will be removed and sub-contractors will be onsite for inspection and correction of issues with the refractory, WESP, and to perform annual instrument calibrations. He said the Maintenance Department personnel will be correcting leaks and doing preventative maintenance on pumps, motors, and equipment while the incinerator is offline. He reported on a virtual meeting with other Sewage Sludge Incinerators (SSI) entities in PA to discuss coming together as a group to develop a response to DEP letters leading the SSI entities toward testing their stack emissions for PFAS to test a draft method for identifying the presence of the “forever chemicals” air emissions. He said a response to DEP’s push may be on hold due to EPA performing testing of sampling and lab procedures for PFAS with incinerators in the western part of the country. He said a motion is on the agenda to participate in the group, but any cost or expenditure would be brought before the Board for consideration. He then reported that the Authority’s annual stack test was tentatively scheduled for mid-November with AIR, Inc., who performed the 2021 test, at a cost of \$29,140.00.

He said Gannett Fleming's electrical engineering department was working on getting a quotation to specify a replacement VFD for an obsolete failed drive at the Cranberry Pump Station. He said the retrofit would probably be done inhouse if the supplier supplies installation drawings. He said the replacement VFD would be ordered to get all equipment functional at the station. He also reported that a price was received for a spare pump at Cranberry Pump Station. He said the price was \$85,833 for one pump, which was a 76% increase from the last purchase in 2016. He recommended not purchasing the spare pump at this time.

Gregory noted that the final result was received from the lab to determine if the Authority's fly ash is suitable for beneficial reuse. He said the results were still on the borderline for Copper and Zinc, so pursuing beneficial reuse under DEP permits as they currently exist is not an option. He said if anything changes he will notify the Board. He then reported that a letter was received from the owner of two of the landfills at which the Authority is authorized to dispose of ash and sludge. He said one landfill is increasing their tipping fee by \$4.00 per ton in 2023 and the other is increasing by \$5.00 per ton, which are significant increases of about 8% to 10%.

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 following Board Member Gallagher's comments and recommendation at the August meeting, he made contact with Lewis Environmental, Inc., an environmental remediation and emergency services first responder with an office in Bloomsburg, PA. He said they have a program that is free to join that would name their company as first responder in the event of an emergency. He said the company's credentials were distributed to the Board and provided the Board approves them as first responder, he will schedule a meeting with Lewis Environmental representatives in October for a site survey.

Gregory then reported that the 2020 WWTP Improvement Project was closed out and the final change order and payment estimate are on the agenda and will be reported under the Engineer's Report.

Gregory then stated that a grant application through Luzerne County for ARPA funds for the Locust Street CSO Separation Project was submitted on September 12, 2022, prior to the deadline. He also noted that an Act 537 Pre-Planning meeting was scheduled at the DEP offices on September 22, 2022 with DEP, Gannett Fleming, Authority staff, and municipal engineers.

Gregory stated that personnel issues would be discussed in executive session during the Solicitor's report.

During the Work Session, Andy Nowak reported that the Authority received its MMO calculation for the 2023 calendar year. He said the MMO was calculated at \$143,314, which will be certified by the Board with approval of the Director's Report. He said the letter from the State Pension Board notes that the Authority is considered Level 1 – Minimally Distressed. Andy then reported that there is a motion on the agenda for approval of one residential EDU to be allocated in the City of Hazleton. He also reported that now that the large project is complete at the HAHS, some of the smaller jobs are being completed. He said a repair was made on Wyoming Street and a few sink holes were investigated and repairs were made. He said the Road Crew is working on Hazle and Broad Streets today for a pipe repair. He then noted that the pickup truck that was ordered for the Road Crew Lead Man should be ready by the end of the month. He noted that the Stake Body replacement will now be ordered and as soon as heavy duty trucks are available, a replacement will be ordered for the Maintenance Department Crew Cab.

During the Regular Meeting, Gregory Olander reported that a new round of grants were released by the State through the Commonwealth Financing Authority (CFA). He said Small Water and Sewer Grants were for projects less than \$500,000 and H2O Grants were for projects between \$500,000 and \$20,000,000. He said the Authority would prepare applications to fund the Locust Street CSO Separation Project (CAP Area 2 & 3) with applications due by December 21, 2022.

Gregory then reported on a hauled waste customer who makes weekly payments to the Authority on their account. He said they have a large past due balance and they recently had two checks returned for Non-sufficient Funds while missing another week's payment. He said they are currently \$24,000 behind in their payment arrangement. Board Member Zola asked who allowed this arrangement and stated that this is not a management decision, but rather a Board decision. Mr. Olander was instructed to discontinue hauling privileges for this customer if they get further behind in their payments.

Gregory then reported that he had a conversation with a DEP representative in the Air Quality division concerning the impending civil penalty and smaller quarterly penalties for invalid hours on the Continuous Emissions Monitoring System (CEMS) reports. He said that he was able to explain the Authority's position the CEMS reports and he sent examples showing that there should be no penalties during times of calibration or maintenance to the CEMS, which were proven to have been reported to the State. Gregory said the civil penalty would be assessed separately until a determination is made on the other matter, so it is expected in the next few weeks.

Board Member Sherrock commented on the excellent job done by Gene Zynel, Rachel Govelovich, and Nick Sahd presenting the GHJSA Incinerator Project at the PMAA conference in Erie, PA. It was also acknowledged that Gregory Olander was instrumental in the development of the presentation and obtained the information and photos and helped prepare the slides. Board Member Sherrock said they did a fantastic job and the Authority is considered by its peers as a well run organization.

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-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 the operating permit application is in final draft waiting for comments from Authority staff prior to submission to DEP. She reported that the RATA Test was performed at the end of July and the report will be submitted by the September 26, 2022 deadline. She reported that Wet Electrostatic Precipitator (WESP) manufacturer was onsite to tune the equipment and found a higher operating range available. She said they will also be onsite for an internal inspection of the unit during the annual incinerator shutdown. Rachel said her firm is also 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. She said PENNVEST closeout is currently awaiting review of change orders by DEP.

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.

Rachel then reported on the closeout of the 2020 WWTP Improvements Project. She stated that construction work is complete and closeout documents have been prepared for Board approval this month. She said there is one change order on the agenda for additional demobilization and mobilization over the 2021-2022 winter months at the request of the Authority to protect the clarifier tank from damage. She said the Change Order #10 is in the amount of \$9,287.00 and is recommended for approval. She said Payment Estimate #14, which is the final payment estimate, in the amount of \$60,376.82 is on the agenda and recommended for approval.

Rachel 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 had been submitted and EPA has since responded with authorization to begin testing.

During the regular meeting, Robert Dougherty reported that Area 10 (Phase 1) is complete other than 4 remaining roof drain removals that need to be performed. He said several attempts were made to contact the owner and/or tenants and there has been no response. He said one more letter will be sent to these owners notifying them that the work must be completed or it will be done by the Authority with a charge being applied to the customer account. He said the notice will be cleared with the Solicitor before being sent. He stated that he updated the 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 also noted that design work in Area 3 is ongoing and he attended a meeting at DEP regarding the regional Act 537 Plan as engineer/representative for Hazle Township, Butler Township, and Sugarloaf Township. Robert was then asked to prepare and complete the flow data from the West Hazleton Area 2 Separation Project so a final closeout report can be submitted to DEP as required in the Authority's NPDES Permit.

Rachel then reported on the Act 537 Plan Meeting at DEP Wilkes-Barre office. She said the purpose of the meeting was to review the Plan of Study with DEP and municipal engineers to verify that DEP is agreeable with the approach. She said there was representation for the GHJSA, City of Hazleton, West Hazleton Borough, Hazle Township, Sugarloaf Township, Butler Township, Can Do, and Penn State University at the meeting. She said the GHJSA service area was identified on a map and any proposed areas of development were also to be included in the overall study area, which was agreed to by DEP. She said DEP is requiring study of all Hazle Township in its entirety regardless of whether the area discharges to the Authority's WWTP. She noted that there was good conversation at the meeting and acquisition of data would come from the municipal engineers to Gannett Fleming in a standard template form. She said the overall timeline is two to three years and currently Hazle Township is working on GIS mapping at a three-year schedule. She said it was agreed that the Long Term Control Plan (LTCP) would continue on a parallel track to the ACT 537 Plan because some components of the plans dovetail with each other in certain aspects. She noted that there would be periodic progress meeting between the engineers to keep things moving along. Gregory then stated that the DEP Permits Chief asked several questions about the Authority's LTCP milestones in the new NPDES Permit and he responded that the Authority is currently on track to meet those milestones due to projects authorized by the Board. He said flow monitoring is critical and must be started very soon to have the data necessary to make decisions regarding CSO removals and WWTP capacity.

Gallagher & Sherrock 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 by Attorney Ustynoski during the Work Session, Attorney Ustynoski stated that he communicated with Attorney Glassberg concerning the YWCA. He recommended the Board not issue a letter for conditional approval forgiving the debt. The Board agreed that issuing a credit and having it for approval on the Credit List next month was the best course of action. He then requested the Board move to executive session to discuss a legal issue and a personnel issue.

George & Gallagher moved to enter executive session to discuss a legal issue and a personnel issue. Passed: Aye-8, Nay-0, Absent-1

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

BILLS AND CREDITS

Formica & Gallagher moved to approve payment of Gannett Fleming, Inc. invoices and requisitions from July 30, 2022 through August 26, 2022, totaling \$11,788.09 as listed in the following table:

<u>Requisition#</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
Operating Fund	051153.A*13652	Annual Service Work	\$ 1,817.80
Operating Fund	051153.B*13682	Attending Authority Meetings	\$ 783.28
Operating Fund	051153.D*13654	Pretreatment Program	\$ 1,811.70
Operating Fund	051153.E*13655	CSO Work	\$ 217.31
Operating Fund	051153.AG*13653	Financing & Grants	\$ 434.63
Operating Fund	051153.AJ*13695	Act 537 Plan	\$ 250.10
Operating Fund	051153.39*13693	2020 WWTP Improvements	\$ 2,210.72
Operating Fund	051153.42*	2022-2023 Air Compliance	\$ 2,152.08
Operating Fund	048847.C0*13651	Incinerator Project	\$ 2,110.47
Total			\$ 11,788.09

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

Formica & Gallagher moved to authorize payment from the Operating Fund for Operating and Administrative Expenses (\$961,682.95); Construction in Progress (\$14,723.29); Series 2020 Bond Debt Service (\$336,500.00); Series 2021 Bond Debt Service (\$503,000.00); Debt Service Series 2018 Bond – BB&T (\$18,362.29); Debt Service Pennvest Loan #27906 (\$11,152.44) from the month of August 2022.

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

Gallagher & Pacelli moved to approve issued credits report totaling \$109.66 from the month of August 2022.

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

OLD BUSINESS

None

NEW BUSINESS

Formica & George moved to approve Change Order #10 of the 2020 WWTP Improvements Project, in the amount of \$9,287.00, for additional demobilization in Fall 2021 and remobilization in Spring 2022 to complete Final Clarifier #3 mechanism installation and extension of Substantial Completion Date to May 25, 2022 and Final Completion Date to August 26, 2022 as recommended by the Engineer.

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

Formica & Pacelli moved to approve Requisition No. C255, payable to LB Industries, Inc., totaling \$60,376.82, for Payment Estimate #14 (FINAL) of the 2020 WWTP Improvements Project. The original contract price was \$549,510.00. Add for Change Order #1 to #10 (\$109,914.46) for a total contract price of \$659,424.46. The total of payments made to date including this payment is \$659,424.46, which leaves a zero balance.

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

Formica & Gallagher moved to authorize the Greater Hazleton Joint Sewer Authority to participate in a consortium of Pennsylvania Sewage Sludge Incinerators (SSI), which would total seven (7) incinerator entities, to exchange ideas and combine efforts for advancement of the group's goals.

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

Gallagher & Pacelli moved to approve the job description for Assistant Plant Operations Manager dated August 2022 as distributed to the Board.

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

Formica & Pacelli moved to approve a sewage connection allocation for one (1) EDU, at 230 gallons per EDU, to Maurice Fierro for property located at 219 East Green Street in the City of Hazleton, as described in the sewage permit application package.

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

Gallagher & Sherrock moved to approve Lewis Environmental, Inc. of Bloomsburg, PA as the Authority's Emergency Responder for its Wastewater Treatment Plant, Pump Stations, and Sewage Collection and Conveyance Systems and to authorize completion of the "Emergency Response Commitment Verification" form to enroll in their "ALERT" Program.

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

Gallagher & Pacelli moved to adjourn.

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

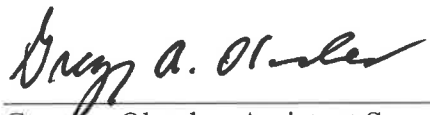
The regular meeting was adjourned at 7:11 PM

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

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

Respectfully submitted,

Greater Hazleton Joint Sewer Authority



Gregory Olander, Assistant Secretary