

The December 19, 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.

December 14, 2022 Work Session Roll Call:

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

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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	Andy Nowak – Field Operations Manager
Attorney Joseph D. Ustynoski – Solicitor	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 November 16, 2022 Pension Meeting.
Passed: Aye-9, Nay-0, Absent-0

Formica & George moved to approve the minutes of the November 21, 2022 Regular Monthly Meeting.
Passed: Aye-9, Nay-0, Absent-0

Hiring Committee Report

During the Work Session, Committee Chairman Zola reported in executive session on the conditional hire from the October meeting.

Gallagher & George moved to approve the Hiring Committee Report.
Passed: Aye-9, Nay-0, Absent-0

Director of Operations Report -

MONTHLY FLOW REPORT

	<u>November 2022</u>		<u>Year to Date</u>		
			<u>Total</u>		<u>Average</u>
Total Flow	<u>213,733,287</u>	Gallons	<u>2,748,049,616</u>	Gallon	xxxxx
Total Flow Bypassed	<u>1,657,811</u>	Gallons	<u>118,432,374</u>	Gallon	xxxxx

Days Flow Bypassed	<u>2</u>	Days	<u>56</u>	Days	xxxxx
Total Flow Treated	<u>212,075,476</u>	Gallons	<u>2,629,617,242</u>	Gallon	xxxxx
Average Minimum	<u>4.5</u>	MGD	xxxxx	xxxxx	<u>5.4</u> MGD
Average Maximum	<u>10.1</u>	MGD	xxxxx	xxxxx	<u>13.1</u> MGD
Average Daily Flow	<u>7.1</u>	MGD	xxxxx	xxxxx	<u>7.9</u> MGD

During the Work Session, the Director of Administration, Gregory Olander, reviewed the wastewater flows for November 2022 as presented in the monthly flow report. He said the flow to the treatment plant was recorded at approximately 213.7 million gallons with approximately 212 million gallons being treated. He also stated that the average daily flow to the treatment plant for the month was 7.1 MGD lowering the year-to-date total to 7.9 MGD, which is continues to be below the permitted annual average daily flow of 8.9 MGD.

Gregory Olander then reported that the revenues for November 2022 were \$963,575.62 and the billing for hauled waste received in November totaled \$153,745.11. He then stated that the overall customer collection rate for the month of November was 94.69% and collections for the fiscal year to date was also 94.69%.

Gregory reported on several maintenance issues. He said the RAS meters that were damaged by a lightning strike were replaced and the re-programming was completed last week. He said major rehabilitation of one of the Locust Street Pumps was completed by the maintenance department and the pump was installed on December 13, 2022. He said the maintenance department continues to fabricate split seals for installation at the Gashouse and Locust Street Pump Stations to prevent leaks through the pipe penetrations from the wet well to the dry well. He said they would be installed as needed. Gregory then reported on a price of \$211,500 that was received for a spare hydraulic unit to power the Schwing Cake Pumps. He said staff will be discussing this purchase in-house before making a recommendation to the Board. He also reported that the washer compactor in the second greenhouse could not be repaired and must be replaced. He said the Head of Maintenance, Steve Delman, was able to negotiate the price from \$79,000 down to \$68,500 by making some changes and removing some non-essential items from the proposal. He then noted that a price still had not been received from USP Technologies for purchase of the used tank and pumping equipment for the Hydrogen Peroxide. He said that he would contact them again on this item.

Gregory then reported that Gannett Fleming was working on a PA Small Water & Sewer Grant application for the Area 10 (Phase 2) Separation Project and a PA H2O Grant for the Locust Street CSO Separation and Force Main Replacement Project. He said dialogue has begun with representatives of the equipment manufacturer, Veolia (Kruger), to potentially activate Denitrification Cell #5, which was partially constructed during the 2008 WWTP Upgrade. He said activation of this cell would act as a backup if another cell were out of service and could potentially allow for increased loading through the BAF. He said Rachel would expand on the Act 537 Planning, which is getting underway. He then reported that the annual Stack Test is now scheduled for January 11th and 12th, 2023, which is the latest week the test may be performed. He said PADEP approved the test protocol on December 8, 2022.

During the Work Session, Andy Nowak reported that there was a request by One Trinity Real Estate Investment for a one year extension to connect to the sewer system in West Hazleton

because they just received their approved planning module from PADEP. He said it is Item #12 on the agenda. He then reported that bids were received for the Workers' Compensation Insurance for calendar year 2023 and the motion to approve the coverage is Item #13 on the agenda.

Gallagher & 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 for the incinerator was submitted to PADEP on September 29, 2022. She said the next report to be submitted is the 2022 Quarter 4 CEMS Report along with other semi-annual reports.

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 then reported on several funding applications that were previously submitted or being worked on currently for the Locust Street CSO Separation Project as listed in the written report and previously reported. She said PADEP approved the required Categorical Exclusion advertisement and the Authority ran the advertisement in the Standard Speaker, which opens a 30-day public comment period. She said the Categorical Exclusion advertisement and comments must be submitted as part of the PENNVEST application. Rachel then reported that she continues working on a PA Small Water and Sewer Grant application in the amount of \$400,000 for the Area 10 – Phase 2 Separation Project and the H2O Grant for the Locust Street CSO Separation and Force Main Replacement Project, which must be submitted by December 21, 2022.

Rachel then gave an update on the Act 537 Plan. She said the Plan of Study was revised to include items required if the Authority were to apply for PENNVEST funding for future projects. She said internal meetings have been held with their hydraulics group and GIS Mapping group to prepare for a meeting with Authority Staff in early January. She also stated that a High Flow Management Plan was prepared by Authority staff for review and revision prior to submitting before the February 1, 2023 deadline. She then noted that eight (8) weeks of sampling were performed as required in the Local Limits Reevaluation. She said the data will be compiled and reported to EPA prior to the deadline.

During the regular meeting, Robert Dougherty referenced a written report that was distributed to the Board and reported that a proposal for Area 10 (Phase 2) separation work is being developed. He said roof drain identification would be done so notices may be sent and the next step would be to televise lines and dye test to identify roof cross connections. He said design for that project has not yet started. He then reported that Hazleton CAP Area 2A design work is complete and Area 3 design is ongoing.

Formica & 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 during the Work Session, Attorney Ustynoski stated that he had nothing additional to report.

Gallagher & Formica 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 November 5, 2022 through December 2, 2022, totaling \$11,861.46 as listed in the following table:

<u>Requisition#</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
Operating Fund	051153.A*16714	Annual Service Work	\$ 1,347.34
Operating Fund	051153.B*16717	Attending Authority Meetings	\$ 521.55
Operating Fund	051153.D*16718	Pretreatment Program	\$ 634.40
Operating Fund	051153.T*16719	NPDES Permit Renewal	\$ 317.20
Operating Fund	051153.AG*16715	Financing & Grants	\$ 4,404.96
Operating Fund	051153.AI*16716	ODMS Program Update	\$ 1,403.00
Operating Fund	051153.42*16712	2022-2023 Air Compliance	\$ 2,855.11
Operating Fund	051153.43*16713	Act 537 Plan	\$ 377.90
Total			\$ 11,861.46

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 authorize payment from the Operating Fund for Operating and Administrative Expenses (\$836,338.37); Construction in Progress (\$8,460.00); Equipment and/or Office Equipment (\$220,758.60); Debt Service Series 2020 Bond (\$336,500.00); Debt Service Series 2021 Bond (\$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 November 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 & Pacelli moved to approve issued credits report totaling \$478.77 from the month of November 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 a one-year extension for connection to the sewage collection system, as allowed by the approved sewage connection permit documents, to One Trinity Real Estate Investment for property located at 290 Susquehanna Boulevard in West Hazleton Borough. The permit and connection expiration date will be extended from December 21, 2022 to December 21, 2023. All remaining Terms and Conditions of the Permit and Developer’s Agreement dated December 21, 2021 shall remain in effect.

On the Question: Board Member Grink asked why they were requesting an extension. Andy Nowak responded that the planning approval was just received from DEP.

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 the Lackawanna Insurance Group Worker's Compensation Insurance Proposal for calendar year 2023 through Assured Partners (Worker's Compensation Insurance underwriter) for a premium of \$84,403.00 using projected payroll amounts of \$2,769,000 for Waterworks Classification and \$188,500 for Clerical Classification.
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 rescind the conditional hiring of Raymond Trevorah for the position of Plant Operator that was approved at the November 21, 2022 meeting.
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 adjourn.
Passed: Aye-9, Nay-0, Absent-0
The regular meeting was adjourned at 6:40 PM

The next scheduled Work Session will be Wednesday, January 18, 2023 at 6:30 PM
The next scheduled Regular Monthly Meeting will be Monday, January 23, 2023 at 6:30 PM

Respectfully submitted,
Greater Hazleton Joint Sewer Authority



Gregory Olander, Assistant Secretary