

The May 22, 2023 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.

May 17, 2023 Work Session Roll Call:

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

Also in Attendance during Work Session:

| | |
|---|---------------------------------------|
| Gregory Olander – Director of Administration | Andy Nowak – Field Operations Manager |
| Attorney Joseph D. Ustynoski – Solicitor | Nicolas Sahn – Gannett Fleming, Inc. |
| ¹ Robert Dougherty, P.E. – RJD Engineering | |

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| Gregory Olander – Director of Administration | Andy Nowak – Field Operations Manager |
| Attorney Joseph D. Ustynoski – Solicitor | Robert Dougherty, P.E. – RJD Engineering |
| ¹ Rachel Govelovich, P.E. – Gannett Fleming, Inc. | |

¹ via Videoconference

PUBLIC COMMENT

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

George & Formica moved to approve the minutes of the April 12, 2023 Special Meeting.

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

Formica & George moved to approve the minutes of the April 24, 2023 Regular Monthly Meeting.

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

Formica & Pacelli moved to approve the minutes of the May 2, 2023 Special Meeting.

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

Formica & Sherrock moved to approve the minutes of the May 11, 2023 Special Meeting.

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

OPENING OF BIDS FOR THER LOCUST STREET CSO SEPARATION AND FORCEMAIN REPLACEMENT PROJECT

| BIDDERS NAME | BID AMOUNT |
|--|----------------|
| Michael F. Ronca & Sons, Inc. Bethlehem, PA | \$5,271,000.00 |

| | |
|----------------------------------|-----------------|
| Wexcon, Inc. Mohrsville, PA | \$6,938,198.00 |
| PACT One, Inc. Ringoos, NJ | \$8,344,000.00 |
| James T. O’Hara Covington, PA | \$11,438,000.00 |
| Doli, Inc. Chalfont, PA | \$13,971,200.00 |

Grink & Sherrock moved to table the bids for review and recommendation by the Engineer and Solicitor.

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

Pension Committee Report –

Board Member Grink reported on behalf of the Pension Committee. He stated that Amendment #15 to the Employee’s Defined Benefit Pension Plan was approved by the Committee and is on the agenda for Board approval. He said the amendment increases the benefit from \$56 per month per year of service to \$61 per month per year of service as negotiated in the new Collective Bargaining Agreement (CBA). He reported that the rate of return for the plan investments was 6.2% during the last quarter. He said the Committee also accepted the Investment Advisor recommendation to change one of the money managers with a balance of about \$44,000 currently invested.

Directors’ Report -

MONTHLY FLOW REPORT

| | <u>April 2023</u> | | <u>Year to Date</u> | | |
|----------------------------|--------------------|----------------|---------------------|----------------|------------------------|
| | | | <u>Total</u> | <u>Average</u> | |
| Total Flow | <u>211,036,371</u> | Gallons | <u>961,066,580</u> | Gallon | xxxxx |
| Total Flow Bypassed | <u>19,754,178</u> | Gallons | <u>31,216,258</u> | Gallon | xxxxx |
| Days Flow Bypassed | <u>3</u> | Days | <u>9</u> | Days | xxxxx |
| Total Flow Treated | <u>191,282,193</u> | Gallons | <u>929,850,322</u> | Gallon | xxxxx |
| Average Minimum | <u>4.2</u> | MGD | xxxxx | xxxxx | <u>5.5</u> MGD |
| Average Maximum | <u>11.8</u> | MGD | xxxxx | xxxxx | <u>11.7</u> MGD |
| Average Daily Flow | <u>6.4</u> | MGD | xxxxx | xxxxx | <u>7.7</u> MGD |

During the Work Session, the Director of Administration, Gregory Olander, reviewed the wastewater flows for April 2023 as presented in the monthly flow report. He said the flow to the treatment plant was recorded at approximately 211 million gallons with 191.3 million gallons being treated. He also stated

that the average daily flow to the treatment plant for the month was 6.4 MGD, which decreased the year to date average daily flow from 8.3 MGD to 7.7 MGD.

Gregory Olander then reported that the revenues for April 2023 were \$1,300,115.89 and the billing for hauled waste received in April totaled \$179,766.74. He then stated that the overall customer collection rate for the month of April was 105.34% and collections for the fiscal year to date increased to 96.80%. Gregory reported that the first section of delinquent property shutoffs began on May 17th and the second section of delinquent postings were completed the prior week. He then reported that Attorney Gartley is making the changes to the CBA as agreed upon in negotiations for Board and Union signatures. He also reported that changes are being made to the defined contribution pension plan to allow for increases to the employer matching contribution as agreed upon during negotiations.

Gregory reported that a new variable frequency drive (VFD) was retrofit into an existing MCC at the Cranberry Pump Station by the Maintenance Department staff. He said the drive was purchased from the manufacturer as a replacement for the VFD installed back in 2011. He said the work was done with a manufacturer's representative present for the installation and commissioning the following day. He also reported that the Maintenance Department staff has been upgrading the Primary Sewage Pumps at the WWTP to accept plant water for the pump seals for additional potable water savings. He said pressure sensors still need to be installed so the plant water feed to those pumps is visible on the SCADA system.

Gregory also reported that the annual wastewater chemicals bid was advertised with a bid opening at the June Work Session. He then stated that he began working on the Autumn & Ridge CSO Separator Final Report, which is due to be submitted to DEP by July 31, 2023. He said post construction flow information needs to be analyzed following the West Hazleton Area 2 Sewer Separation Project. He said the Annual Operations Report will be completed, with assistance from Nick Sahd, over the next two months for submission to the Trustee as required under the Trust Indenture. He then informed the Board that an odor complaint was received by DEP on Wednesday, May 10th from the State Police Barracks on Dessen Drive in Valmont Industrial Park. He said that he spoke with the DEP inspector who was unable to substantiate the malodor complaint.

Gregory also reported on the Incinerator Project noting that the Stack Re-test was conducted on May 17, 2023 and the Relative Accuracy Test Audit (RATA) is scheduled for July 25, 2023. Gregory then stated that the draft Title V Operating Permit received from PADEP on February 8, 2023 was reviewed and comments were provided to PADEP on March 27, 2023. He said the Authority is currently awaiting the final draft Permit for review. He then said there has been no reply from PADEP on the Act 537 Plan of Study that was submitted on February 12, 2023 for their comment or approval.

Gregory then reported on several funding applications submitted to the Commonwealth Financing Authority (CFA) including the PA H2O Grant in the amount of \$3,900,000 for the Locust Street CSO Separation Project and the PA Small Water & Sewer Grant in the amount of \$400,000. He said the applications are expected to be reviewed by CFA and awarded at either the July or September meetings. He then noted that the Authority will be receiving \$2,000,000 in Luzerne County ARPA funds due to a successful grant application to partially fund the Locust Street CSO Separation Project. Gregory also reported that a PENNVEST application to fund the Project was also completed and submitted prior to the May 3rd cutoff date.

During the regular meeting, Gregory informed the Board that the annual minimum municipal obligation (MMO) payment, as outlined in the fiscal year budget, for the defined benefit pension plan will be sent to the investment advisors before the end of the fiscal year.

During the Work Session, Andy Nowak reported on that the Road Crew continues raising manholes throughout the service area to keep ahead of the extensive asphalt paving scheduled for this year. He said the Road Crew continues to dye testing in Area 2B to locate cross connections as part of the Locust Street CSO Separation Project. He said so far twelve (12) sanitary lines have been found connected to storm sewers and sixty-one (61) roof drains have been found connected to the sanitary sewer system. He began reporting on EDU allocation for a developer on Wyoming Street and the Solicitor requested the Board move to executive session to discuss a legal matter.

Grink & Formica moved to enter executive session for a legal issue.

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

After the Board moved out of executive session, **Formica & Grink** moved to accept the Directors' 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, Gregory Olander referenced a written Engineer's Report that was distributed to the Board. He reviewed a few items that were already mentioned during the Directors' Report.

During the Work Session, Robert Dougherty referenced a written report that was distributed to the Board and stated that he would be reviewing the bids that were just opened for the Locust Street CSO Separation and Force Main Replacement Project. He requested the Board move to executive session to discuss a legal issue with the bid.

George & Formica moved to enter executive session for a legal issue.

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

After the Board moved out of executive session, Robert reported that he would be evaluating data from the post-construction flow monitoring that was done in West Hazleton following the Area 2 Separation Project. He then reported that disconnection notices have been issued to the sixty-one (61) property owners in Hazleton CAP Area 2/3 with roof drains connected to the sanitary sewer system. He said the twelve (12) sanitary to storm connections that have been identified will be corrected during the construction phase of the project. He said field investigation will be moving to Hazleton CAP Area 10 for preliminary evaluation for Phase 2 of the Project.

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

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

Solicitor's Report – Attorney Ustynoski stated that in addition to what was reported in executive session during the Work Session, he had legal and personnel issues to discuss in executive session.

Gallagher & Formica moved to enter executive session for a legal issue.

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

After the Board moved out of executive session, Gallagher & Formica moved to accept the Solicitor’s Report.

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

BILLS AND CREDITS

Formica & Pacelli moved to approve payment of Gannett Fleming, Inc. invoices and requisitions from April 1, 2023 through May 5, 2023 totaling \$12,640.74 as listed in the following table:

| <u>Requisition#</u> | <u>Invoice #</u> | <u>Description</u> | <u>Amount</u> |
|---------------------|------------------|------------------------------|---------------|
| Operating Fund | 051153.B*22378 | Attending Authority Meetings | \$ 167.75 |
| Operating Fund | 051153.D*22381 | Pretreatment Program | \$ 167.75 |
| Operating Fund | 051153.AG*22379 | Financing & Grants | \$ 1,631.75 |
| Operating Fund | 051153.42*22380 | 2022-2023 Air Compliance | \$ 2,233.37 |
| Operating Fund | 051153.43*22382 | Act 537 Plan | \$ 167.75 |
| Operating Fund | 051153.44*22383 | 2022 Locust Street CSO PV | \$ 8,272.37 |
| Total | | | \$ 12,640.74 |

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 & Formica moved to authorize payment from the Operating Fund for Operating and Administrative Expenses (\$697,804.90); Construction in Progress (\$14,044.32); Equipment and/or Office Equipment (\$76,385.84); Vehicles (\$59,854.00); Debt Service Series 2018 Bond – BB&T (\$18,362.29); Debt Service PENNVEST Loan #27906 (\$11,152.44) from the month of April 2023.

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 issued credits report totaling \$453.00 from the month of April 2023.

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

George & Formica moved to approve Amendment #15 to the Greater Hazleton Joint Sewer Authority Employees’ Defined Benefit Pension Plan.

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

Sherrock & Formica moved to accept an ARPA Grant in the amount of \$2,000,000 from Luzerne County for the Locust Street CSO Separation and Force Main Replacement Project and to name Gregory Olander the authorized signatory for execution of all documents pertaining 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)

Zola & Grink moved to adjourn.

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

The regular meeting was adjourned at 7:06 PM

The next scheduled Work Session will be Monday, June 26, 2023 at 6:30 PM

The next scheduled Regular Monthly Meeting will be Wednesday, June 28, 2023 at 6:30 PM

Respectfully submitted,

Greater Hazleton Joint Sewer Authority



Gregory Olander, Assistant Secretary