

The April 29, 2024 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.

April 24, 2024 Work Session Roll Call:

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

Also in Attendance during Work Session:

Gregory Olander – Director of Administration	Andy Nowak – Field Operations Manager
¹ Attorney Joseph D. Ustynoski – Solicitor	Rachel Govelovich, P.E. – Gannett Fleming
Nick Sahd – Gannett Fleming	Laura Motel – Environmental Manager

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George – Present ¹	Grink – Present	Sharkey – Present
Sherrock – Present	Sullivan – Present	Zola – Present

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 Rachel Govelovich, P.E. – Gannett Fleming	

¹ via phone or Videoconference

PUBLIC COMMENT

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

Formica & George moved to approve the minutes of the March 12, 2024 Special Meeting.

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

George & Sherrock moved to approve the minutes of the March 27, 2024 Regular Monthly Meeting.

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

Directors’ Report -

MONTHLY FLOW REPORT

	<u>March 2024</u>		<u>Year to Date</u>		
			<u>Total</u>		<u>Average</u>
Total Flow	<u>389,181,449</u>	Gallons	<u>1,067,575,043</u>	Gallon	xxxxx
Total Flow Bypassed	<u>40,482,839</u>	Gallons	<u>110,569,913</u>	Gallon	xxxxx
Days Flow Bypassed	<u>11</u>	Days	<u>24</u>	Days	xxxxx
Total Flow Treated	<u>348,698,610</u>	Gallons	<u>657,005,130</u>	Gallon	xxxxx
Average Minimum	<u>9.1</u>	MGD	xxxxx	xxxxx	<u>8.4</u> MGD
Average Maximum	<u>18.9</u>	MGD	xxxxx	xxxxx	<u>16.6</u> MGD
Average Daily Flow	<u>11.2</u>	MGD	xxxxx	xxxxx	<u>10.5</u> MGD

During the Work Session, the Director of Administration, Gregory Olander, reviewed the wastewater flows for March 2024 as presented in the monthly flow report. He said the flow to the treatment plant was recorded at approximately 389.2 million gallons with 348.7 million gallons being treated. He also stated that the average daily flow to the treatment plant for the month increased to 11.2 MGD due to the numerous precipitation events during the month. He said the average daily flow for the calendar year also increased to 10.5 MGD. He noted that the Discharge Monitoring Reports (DMR) were submitted to PADEP for March with no effluent violations recorded.

Gregory Olander then reported that the revenues for March 2024 were \$1,045,521.40 and the billing for hauled waste received in March totaled \$227,688.42. He then stated that the overall customer collection rate for the month of March was 94.23% and the overall customer collections for the fiscal year remained relatively unchanged at 94.62%. He then reported that annual delinquent shutoff procedures began with April postings for shutoff in May and letters being mailed for the second section to be posted in May. He then reported that the newly hired Plant Operator began work on April 17th and his training is coming along very well.

Gregory reported on maintenance work that took place over the past month. He said new electric actuators were installed on Primary Pumps 1 and 2 along with new controls switches mounted on the landing so the gates can be controlled if station begins to take on water. He said a submersible process waste pump and Nitrification backwash pump were replaced with spare pumps. He said depending upon the cost, they would either be rebuilt or new pumps would be purchased as spares. He said the removal of Rotary Press #1 and its replacement with the newer Rotary Press #3 is scheduled for the week of May 13th through 17th with the work expected to take about a week to complete by the contractors. Gregory also stated that the maintenance and operations completed a third review of revised submittals from the manufacturer for the second HPU for the sludge cake pump. He said a conference call was held including the programmer who worked on the incinerator project to make sure all control modifications were included to fully separate the cake pumps for independent operation. He said hopefully, this will be the final revision before the submittals can be approved for construction. He then reported that a different method of securing link seals in the Nitrification and Denitrification pipe galleries is being investigated. He said there is a split seal that can be mounted on an exterior wall that appear to be a good application to further protect against future seal failures. He said that he would report back to the Board once more information and pricing is received from the manufacturer.

Gregory then reported that the Stack Retest was completed on March 6th due to the exceedance for Hydrogen Chloride during the December 2023 Stack Test. He said the testing company made an error in the sampling procedure, which invalidated the test results. He said they are returning the week of May 29th to complete the test again at their expense. He then reported that Gannett Fleming and Authority staff completed the Solid Waste Management Permit Renewal Application for the Incinerator, and the packet was submitted to PADEP on March 20, 2024. He said there has not been any correspondence with PADEP since the application was submitted other than the March 25, 2024 acceptance (completeness) letter from PADEP.

During the Work Session, Andy Nowak reported that there was a request for an EDU allocation for a single property located at 129 Elm St. in the City of Hazleton that is on the agenda for consideration. He also reported on a request for a one-year extension to the sewer permit documents for the developer NEPA 309 Building, LLC through May 25, 2025. He said the motion to approve the request is on the

agenda. Andy then reported that two additional flow meters were purchased and deployed on Route 93 so all necessary flows are being recorded to complete the mandatory Flow Study, which is due to be submitted to PADEP in February 2025. Andy also reported that the Road Crew has been raising manholes in areas being prepared for asphalt paving this year. He said they are also locating manholes in preparation for the GIS Mapping Project.

During the regular meeting, Gregory Olander reported that he recently became aware of a billing error that came about from the change of a meter at an industrial facility located at 400 Jaycee Drive. He said the facility was being overbilled by 10x their actual flow and they continued to pay their bill at the higher amount. He said a motion is on the agenda to credit the overbilled amount. He then reported that the Chemical Bids for the upcoming fiscal year would be advertised in the local newspaper and the specifications would be sent to all chemicals suppliers who have expressed interest in the past. He said the bid opening is scheduled for June 24, 2024.

George & 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, Rachel Govelovich referenced a written Engineer's Report that was distributed to the Board. She stated that CEMS 2024 first quarter EDR report was submitted to PADEP on April 17, 2024 prior to the deadline. She said the next quarterly report is due July 30, 2024.

Rachel then reported that the Solid Waste Management Permit renewal application was completed and submitted to PADEP on March 20, 2024. She said it was marked as administratively complete by PADEP on March 25, 2024, which allows the application to progress to the technical review stage.

Rachel reported that the PENNVEST representative indicated that PADEP will be reviewing the change orders that were submitted on the Incinerator Project in the next week. She said once the change orders are reviewed and approved a final payment request can be completed for submission to PENNVEST to complete the funding for that project.

She then reported on PENNVEST funding for the Locust Street Project noting that since the closing has not taken place yet, any change orders approved before that time will be reported to PENNVEST and the corresponding changes will be made to change the closing documents to include the updated amounts. She said the Authority is still awaiting receipt of a Highway Occupancy Permit (HOP) so closing may be scheduled. She then reported on the Area 10 Phase 2 Separation Project noting that the PA Small Water Grant was approved and the contract documents were signed, but there won't be a need for further action until the project is designed and bid.

Rachel then reported on the Act 537 and LTCP activities. She said flow meters that have been deployed continue to capture flows at the CSO discharge points so the required flow study can be completed before the February 28, 2025 deadline. She said an internal meeting was held to coordinate the flow study with the GIS Mapping to make sure recorded data is usable to complete the flow model. She said for the GIS Mapping Project, the hardware and software have been procured and license subscriptions have been purchased as outlined in the proposal approved by the Board. Board Member Gallagher asked if GIS

information from other utilities will be included in the final product. Rachel responded that the sewer system information will be maintained by the Authority and there will be an option to acquire GIS data from other utilities to be turned on or off as layers as needed. Rachel also reported that the annual Chapter 94 Report, Industrial Pretreatment Report, and CSO Report were completed and submitted to the respective regulators before the March 31, 2024 deadline.

During the Work Session an executive session was held for legal issues and contract negotiations with USEPA relative to the Valmont TCE Remediation Site. Laura Motel and Nick Sahd were present to give a presentation and written memorandum to the Board.

During the regular meeting, Robert Dougherty referenced a written report that was distributed to the Board. He gave an update on the Locust Street CSO Separation Project and then reported that there have been several change orders since the project began which are listed in a packet distributed to the Board. He said the changes happened almost daily due to conflicts in the field during construction many of which from utilities were not being marked or done so incorrectly. He said the overall additions since the inception of the project back in December through March 2024 were \$239,940.50 and the deductions were \$118,305.00 for a net change of \$121,635.50. He said the contractor's change order submissions were reviewed and \$31,950.00 in change orders were disqualified following his review. He stated that PADEP wants the change orders broken out so only related items are grouped together and he said the Board must approve the change orders and sign the paperwork before they can be submitted to PADEP and uploaded to PENNVEST electronically. He said the change orders will be broken down as required by PADEP for the Board's consideration at the May meeting. He also stated that going forward, the change orders will be brought to the Board monthly for their consideration. Bob then stated that a meeting was held with PennDOT and hopefully the Highway Occupancy Permit (HOP) will be issued for Church Street this week. Chairman Sullivan then asked if the paving was all curb to curb and Bob responded that it would be 1 ½ inch milling then overlay. Chairman Sullivan then asked if the project was on schedule. Bob responded that the Force Main work took longer than expected and currently the contractor is about 1/3 of the way through the work, but it should go quicker now that they will be working in an area that is expected to have fewer underground conflicts.

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 during the Work Session, Attorney Ustynoski requested the Board move to Executive session to discuss a legal issue and contract negotiations relative to the Valmont TCE Remediation Site.

Grink & Sherrock 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 & 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 February 24, 2024 through March 29, 2024, totaling \$30,425.16 as listed in the following table:

<u>Requisition#</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
Operating Fund	051153.A*34500	Annual Service Work	\$ 3,168.50
Operating Fund	051153.B*34501	Attending Authority Meetings	\$ 246.29
Operating Fund	051153.C*34502	Chapter 94 Report	\$ 4,386.66
Operating Fund	051153.D*34503	Pretreatment Program	\$ 1,061.40
Operating Fund	051153.E*34504	CSO Work	\$ 2,553.77
Operating Fund	051153.42*34499	2023-2024 Air Compliance	\$ 2,331.73
Operating Fund	051153.45*34509	Solid Waste Mgmt Permit Renewal	\$ 5,649.22
Operating Fund	051153.46*34508	GIS Mapping Project	\$ 11,027.59
Total			\$ 30,425.16

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

Formica & Gallagher moved to approve payment of RJD Engineering, Inc. invoices from March 2024 totaling \$20,662.00 as listed in the following table:

	<u>Invoice Date</u>	<u>Project Description</u>	<u>Amount</u>
Operating Fund	3/31/2024	Area 2/3 - Locust St CSO	\$ 20,332.00
Operating Fund	3/31/2024	Collection System Engineering	\$ 330.00
Total			\$ 20,662.00

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

Formica & George moved to approve Requisition No. C260, payable to Michael F. Ronca & Sons, Inc., totaling \$285,325.46, for Payment Estimate #5 of the Locust St CSO Separation & Force Main Replacement Project as recommended by the engineer. The original contract price was \$5,271,000.00. Add for Change Order #1 (\$118,506.57) for a total contract price of \$5,389,506.57. The total of payments made to date including this payment is \$1,562,493.86, which leaves a balance of \$3,827,012.71.

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

Formica & Sharkey moved to authorize payment from the Operating Fund for Operating and Administrative Expenses (\$668,609.58); Transfers for Contractor Payments (\$572,715.00); Debt Service Series 2018 Bond – BB&T (\$18,362.29); Debt Service PENNVEST Loan #27906 (\$11,152.44) from the month of March 2024.

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

Gallagher & George moved to approve issued credits report totaling \$309.14 from the month of March 2024.

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

OLD BUSINESS

None

NEW BUSINESS

Gallagher & Sharkey moved to approve a sewage connection allocation for one (1) EDU, at 230 gallons per EDU, to Wanda Hernandez for property located at 129 West Elm Street in the City of Hazleton, as described in the sewage permit application package.

On the Question: Board Member Grink asked what type of building was being constructed. Andy Nowak responded that the property owner was converting an existing garage with no sewer service into a living space.

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

Gallagher & Formica moved to approve a permit extension request for connection to the sewage collection system, as allowed by the approved sewage connection permit documents, to NEPA 309 Building, LLC, for property located at North Conahan Drive & State Route 424 in the City of Hazleton. The permit and connection expiration date will be extended to May 25, 2025. All remaining Terms and Conditions of the Permit and Developer's Agreement dated May 25, 2021 shall remain in effect.

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

Gallagher & Grink moved to approve a refund to Karchner/Riccetti Partners for overpayment of sewer bills in the amount of \$34,697.70 for the property located at 400 Jaycee Drive, Hazle Township, PA.

Roll Call: Eyerly-yes, Formica-yes, Gallagher-yes, George-yes, Grink-yes, Sharkey-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 7:26 PM

The next scheduled Work Session will be Wednesday, May 15, 2024 at 6:30 PM

The next scheduled Regular Monthly Meeting will be Monday, May 20, 2024 at 6:30 PM

Respectfully submitted,

Greater Hazleton Joint Sewer Authority



Gregory Olander, Assistant Secretary