

The October 28, 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.

October 23, 2024 Work Session Roll Call:

Eyerly – Present	Formica – Present	Gallagher – Present
George – Absent	Grink – Present	Sharkey – 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	Christopher Carsia – Director of Operations
Rachel Govelovich, P.E. – Gannett Fleming	Robert Dougherty, P.E. – RJD Engineering, Inc.

October 28, 2024 Regular Meeting Roll Call:

Eyerly – Present	Formica – Present	Gallagher – Present
George – Present <sup>1</sup>	Grink – Present	Sharkey – Present <sup>1</sup>
Sherrock – Present	Sullivan – Present	Zola – Absent

Also in Attendance during Regular Meeting:

Gregory Olander – Director of Administration	Andy Nowak – Field Operations Manager
Attorney Joseph D. Ustynoski – Solicitor	Laura Motel – Environmental Manager

<sup>1</sup>Rachel Govelovich, P.E. – Gannett Fleming

<sup>1</sup> via phone or Videoconference

**PUBLIC COMMENT**

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

**Formica & Grink** moved to approve the minutes of the September 3, 2024 Special Meeting.

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

**Sherrock & Formica** moved to approve the minutes of the September 17, 2024 Special Meeting.

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

**Formica & Grink** moved to approve the minutes of the September 30, 2024 Regular Monthly Meeting.

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

**Directors' Report -**

**MONTHLY FLOW REPORT**

	<u>September 2024</u>		<u>Year to Date</u>		
			<u>Total</u>		<u>Average</u>
<b>Total Flow</b>	<u>167,685,781</u>	<b>Gallons</b>	<u>2,469,794,122</u>	<b>Gallon</b>	<u>xxxxx</u>
<b>Total Flow Bypassed</b>	<u>25,699</u>	<b>Gallons</b>	<u>190,203,985</u>	<b>Gallon</b>	<u>xxxxx</u>
<b>Days Flow Bypassed</b>	<u>1</u>	<b>Days</b>	<u>58</u>	<b>Days</b>	<u>xxxxx</u>
<b>Total Flow Treated</b>	<u>167,660,082</u>	<b>Gallons</b>	<u>2,283,890,137</u>	<b>Gallon</b>	<u>xxxxx</u>
<b>Average Minimum</b>	<u>3.6</u>	<b>MGD</b>	<u>xxxxx</u>	<b>xxxxx</b>	<u>6.2</u> <b>MGD</b>
<b>Average Maximum</b>	<u>8.3</u>	<b>MGD</b>	<u>xxxxx</u>	<b>xxxxx</b>	<u>14.3</u> <b>MGD</b>
<b>Average Daily Flow</b>	<u>5.6</u>	<b>MGD</b>	<u>xxxxx</u>	<b>xxxxx</b>	<u>8.3</u> <b>MGD</b>

During the Work Session, the Director of Administration, Gregory Olander, reviewed the wastewater flows for September 2024 as presented in the monthly flow report. He said the flow to the treatment plant was recorded at approximately 167.685 million gallons with 167.66 million gallons being treated. He also stated that the average daily flow to the treatment plant for the month dropped to 5.6 MGD, which decreased the average daily flow for the calendar year to 8.3 MGD. He noted that the Discharge Monitoring Reports (DMR) were submitted to PADEP for September with one effluent violation reported for instantaneous fecal coliform exceedances due to the scheduled maintenance and cleaning of the UV Disinfection System.

Gregory Olander then reported that the revenues for September 2024 were \$1,084,489.03 and the billing for hauled waste received in September totaled \$202,624.02. He stated that the customer collection rate for the month of September was 93.97%. Gregory then reported that the fully executed sales agreement was returned from Lancaster Area Sewer Authority for sale of 24,492 nitrogen credits as previously approved by the Board. He said the credits were verified with PADEP and the sold credits are in the process of being registered with the State for final transfer and payment. He then reported that Reservation of Capacity Fees (ROCF) in the amount of \$166,874.00 were transferred from the Escrow Account to the Operating Fund as per the individual ROC Agreements. He said the Audit fieldwork for fiscal year ending July 31, 2024 was completed and the Management Discussion & Analysis section of the audit was sent to the Auditors for inclusion with the financial statements. He also noted that a Single Audit is required this year because of the ARPA Grant that was received to pay a portion of the Locust Street CSO Separation Project. He then informed the Board that the Health Insurance premiums will be increasing 19.1% effective January 1, 2025 due to the continued higher claims payments over the past year. He then reported that the Morgan Stanley investment advisor requested an updated authorization for signers and trustees on the pension accounts. He said a resolution authorizing Gregory Olander and Christopher Carsia is on the agenda as Resolution 002 of 2024 for the Board's consideration. Gregory also reported that he and Gene Zynel reviewed the Hauled Waste Rates and are recommending a slight adjustment to the billing rates to prevent companies from thickening their sludge to pay lower fees. He said Rate Resolution 003 of 2024 is also on the agenda for the Board's consideration.

Gregory then reported that the maintenance staff rebuilt one side of the sludge cake pump while the incinerator is offline for annual maintenance and repairs. He said they also performed preventative maintenance on incinerator components and well as fabricating new hatches and doors for the incinerator. He said Gene and Shane will be at the December meeting to give a detailed report on this year's incinerator maintenance activities. He also reported that quotes were received for spare pumps and pump parts for Gashouse, Locust Street, and Diamond Avenue pump stations. After some discussion of pricing, the Board asked that purchase of new pumps for the three stations be put on the agenda.

Gregory then reported that Scott Armbrust from Gannett Fleming was on a conference call with Authority staff and a representative of the company proposing to refurbish the existing UV Disinfection System to ask questions concerning the proposed work. Gregory noted that references would be checked to verify with facilities who had the work performed are pleased with the rehabilitated system and new controls.

Gregory also reported that Jasmine Lee's firm is onboard as a sub-contractor to Gannett Fleming for consulting support with Air Quality. He said a kickoff meeting was held and a new point person, Dylan

Doebelin, was asked to become familiar with the Authority's permit and incineration operation. He said Jasmine and Dylan will be working on priority compliance items including the 2024 Q3 CEMS Report, and Stack Test setup with the new testing company. He informed the Board that a violation notice was received today for the HCl exceedance/lack of completing a required test for the December 6-7, 2023 Stack Test. He said a response must be sent to the PADEP within 15 days, which will also be a priority item. Gregory then reported that the annual incinerator maintenance shutdown began on October 7<sup>th</sup>. He said the maintenance crew did a lot of work while the reactor became cool enough to remove the sand for inspection. He said the refractory contractor work, equipment calibrations, and software updates should be completed this week with incinerator restarting at the end of the month.

Gregory also reported on the developer proposing to reuse the GHJSA treatment plant effluent for cooling water. He said the "Will Serve" letters were sent to the developer as approved by the Board. He said there are ongoing studies and meetings being conducted to move the project forward.

During the Work Session, Andy Nowak reported that replacement of 96" outfall pipe along the HASD Career Center parking is underway. He said the pipe was received on October 22, 2024 and installation is expected to take about 2 months to complete. He said the Road Crew staff are continuing with GIS data collection for development of the mapping system. He said Gannett Fleming was provided additional maps and information they requested to work toward completion of the CSO Flow Model, which must be submitted to PADEP in February 2025. Andy also reported that an environmental consultant working with UGI contacted the Authority to access the CSO outfall area for sampling. Andy stated that the Authority does not own that property so access cannot be granted by the Authority.

**Gallagher & 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-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 reviewed the air quality items noting that the 2024 Stack Test Protocol was submitted to PADEP for the upcoming December test. She also noted the list of air quality reports and their due dates for the upcoming year. She then stated that the agreement with Jasmine Lee's firm is now in place and a kickoff meeting was held with the Authority on October 17<sup>th</sup>. She stated that Jasmine and her staff may begin consulting on air quality issues including a response to the 2023 Stack Test notice of violation, which must be returned within 15 days.

Rachel then reported that there has been no change from PADEP or PENNVEST regarding the Incinerator Installation change orders, which still have not been reviewed. She then reported on the PENNVEST funding for the Locust Street CSO Separation Project. She said change orders were uploaded to the PENNVEST site and Engineering Payment Request #1 was submitted along with Construction Payment Request #2. She said they were submitted with change orders removed since PADEP has not yet reviewed the change orders and it would delay processing and result in rejection of the payment requests if the change orders were included.

Rachel then reported on the Act 537 and Long Term Control Plan (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 then reported that a virtual meeting was

held with Authority staff to help clarify areas in the flow model that had unknown features. She said those details were added to the model. She also stated that a meeting would be set up with PADEP to review the details of the Flow Study to make sure they agree with the proposed study. She then reported that as part of the Act 537 Plan, an evaluation of the WWTP processes is completed. She said since there is an issue with Biotower #1 that needs to be addressed soon, the plant operations will be looked at now so a decision can be made relative to the Biotower. She then reported that GIS mapping continues, and it has been approximately 90 days since the data collection began with staff collecting data on 50 days. She said about 54% of the features are paved over, which will slow completion of the full hydraulic model; however, the areas needed to complete the Flow Study will be prioritized so the study can be completed before the deadline.

She then reported on the LTCP items noting that two (2) separation studies listed in the NPDES Permit are due in February 2025. She said those 2 studies are being worked on for submission prior to the deadline. She said Bob Dougherty has provided necessary information on the two study areas, Area 2 & 3 (Locust Street basin) and Area 10 (Terminus of Black Creek basin) so the reports can be completed.

Rachel reported that her firm is assisting with both the Allen Ridge, LLC development and the Northpoint Development for reuse of treatment plant effluent. She said as previously reported, a Structural Engineer from her firm made a site visit on September 11<sup>th</sup> to investigate the ongoing concrete cracking issue in the Nitrification/Denitrification structure. She reviewed a proposal that was distributed to the Board outlining additional sampling and testing of the concrete in both tanks for use to develop a remedial action plan. She said if there are any questions in the proposed sampling plan, she will forward them to her Structural Engineer to provide answers for the Board. She went over the various tests to be performed and reviewed the \$62,000 cost for the sampling/testing. She also noted that the activation of Denitrification Cell #5 was also discussed during the site visit as well as replacement of the section of South Industrial Line pipe traversing Black Creek. She said options for increasing the pipe size will be presented.

Rachel then reported that a Gannett Fleming representative will be onsite October 29<sup>th</sup> to gather information on the existing SCADA system and data entry system so a new platform can be developed so the obsolete system may be retired. She said a scope and proposal will be brought before the Board for their consideration as an alternative to purchasing a third-party program, which would require payment of annual subscription fees.

During the Work Session, Robert Dougherty referenced a written report that was distributed to the Board. He gave an update on the Locust Street CSO Separation Project noting that the main line installation on Church Street is now 80% complete with ongoing sidewalk restoration. He said full width milling west of Church Street will be done on October 23<sup>rd</sup> with paving to be completed within a week. Bob then reported that the sewer easement along the YMCA frontage on Church Street was provided to YMCA and he is waiting for the signed agreement to be returned. He then recommended the approval of change orders #40 through #41 resulting in a net addition of \$4,578.91 as well as approval of Payment Estimate #11 in the amount of \$295,801.25, which includes the change orders noted above. He said change order #41 is a time extension to coincide with the new schedule provided by the contractor, which anticipates project completion by the end of April 2025. He said roof drain removals, tagging, dye testing, and investigation in Areas 2 and 3 is now complete and follow-up inspections and second tagging of properties is ongoing. He said that due to the schedule extension, he is requesting the Board approve

another proposal addendum for engineering and field inspection to coincide with the new completion date. He said it is anticipated to be approximately \$75,000 billing on a time and materials basis to maintain inspection services until the end of April 2025.

**Gallagher & Formica** 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 during the Work Session, Attorney Ustynoski requested the Board move to executive session to discuss a legal issue and personnel issues.

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

**BILLS AND CREDITS**

**Formica & Sherrock** moved to approve payment of Gannett Fleming, Inc. invoices and requisitions from August 24, 2024 through September 27, 2024, totaling \$35,974.12 as listed in the following table:

<u>Requisition#</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
Operating Fund	051153.A*42557	Annual Service Work	\$ 9,321.44
Operating Fund	051153.B*42558	Attending Authority Meetings	\$ 1,375.86
Operating Fund	051153.D*42559	Industrial Pretreatment Program	\$ 2,338.52
Operating Fund	051153.E*42560	CSO Work (Flow Study)	\$ 15,942.36
Operating Fund	051153.46*42554	GIS Mapping Project	\$ 2,392.57
Operating Fund	051153.47*42553	Locust St PENNVEST (Const)	\$ 1,903.20
Operating Fund	051153.48*42556	Allen Ridge Development	\$ 1,664.69
Operating Fund	051153.49*42555	Northpoint Campus Development	\$ 1,035.48
Total			\$ 35,974.12

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

**George & Formica** moved to approve payment of RJD Engineering, Inc. invoices from September 2024 totaling \$13,130.50 as listed in the following table:

	<u>Invoice Date</u>	<u>Project Description</u>	<u>Amount</u>
Operating Fund	9/30/2024	Area 2/3 - Locust St CSO	\$ 11,583.00
Operating Fund	9/30/2024	Collection System Engineering	\$ 1,547.50
Total			\$ 13,130.50

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

**Formica & Gallagher** moved to approve Change Orders #40 to #41 totaling a net addition to the Locust Street CSO Separation & Force Main Replacement Project contract with Michael F. Ronca & Sons, Inc., in the amount of \$4,578.91, as presented and recommended by the engineer and listed in the table below:

LOCUST STREET CSO SEPARATION FORCE MAIN PROJECT  
CHANGE ORDER 40 to 41 SUMMARY

CHANGE ORDER	AMOUNT
40	\$4,578.91
41	Add 187 Days
<b>NET CONTRACT CHANGE</b>	<b>\$4,578.91</b>

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

George & Formica moved to approve Requisition No. C266, payable to Michael F. Ronca & Sons, Inc., totaling \$295,801.25 for Payment Estimate #11 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 Orders #1 through #41 in the amount of \$214,869.80 for a total contract price of \$5,485,869.80. The total of payments made to date including this payment is \$3,237,901.14, which leaves a balance of \$2,247,968.66.

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

Formica & George moved to authorize payment from the Operating Fund for Operating and Administrative Expenses (\$827,250.08); Construction in Progress (\$244,861.76); Debt Service Series 2018 Bond – BB&T (\$18,362.29); Debt Service PENNVEST Loan #27906 (\$11,152.44); Debt Service PENNVEST Loan 71468 (\$8.28) from the month of September 2024.

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

Formica & Sherrock moved to approve issued credits report totaling \$77.40 from the month of September 2024.

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

**OLD BUSINESS**

None

**NEW BUSINESS**

Formica & Grink moved to approve a one-year extension for connection to the sewage collection system, as allowed by the approved sewage connection permit documents, to Antonio Miguel Sime Mercedes for property located at 109 Dina Avenue in the City of Hazleton. The permit and connection expiration date shall be extended from October 23, 2024 to October 23, 2025. All remaining Terms and Conditions of the permit documents shall remain in effect.

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

**George & Formica** moved to approve Resolution 002 of 2024 authorizing Christopher Carsia and Gregory Olander to act as Trustees and Authorized Signors for the Greater Hazleton Joint Sewer Authority's Pension and Retirement Plans.

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

**Formica & Gallagher** moved to Resolution 003 of 2024, a rate resolution that imposes rates and charges for treatment and disposal of liquid waste transported to the Authority's wastewater treatment plant via tanker truck.

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

**George & Formica** moved to approve the proposal addendum dated October 21, 2024 from RJD Engineering, Inc. with a cost not to exceed \$75,000.00 for additional engineering services required to provide construction inspection, project administration, and tagging/inspection of roof drains on a time and materials basis for an additional five (5) months beyond the extended construction completion date in November 2024. The new schedule provided by the contractor anticipates an updated completion date in late April 2025.

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

**Gallagher & Formica** moved to approve the VCS Engineering, Inc. – NDT Division proposal for a condition assessment of the Nitrification and Denitrification tanks at a cost of \$62,000.00 for the two tanks as outlined in the proposal dated October 1, 2024.

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

**George & Gallagher** moved to approve the purchase of one (1) Flygt 6x6x17 NSWV Model 300 pump as listed in Quotation #2024-MAL-1338 with special 28% chrome impeller, casing, and suction cover and a John Crane Type 21 double mechanical seal with tungsten carbide faces including shipping through COSTARS Contract 016-E23-311 for the purchase price of \$105,450.07, for installation at the Gashouse Pump Station.

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

**George & Formica** moved to approve the purchase of one (1) new Flygt 5x5x17 NSWV Model 300 pump as listed in Quotation #2024-MAL-1344 with special 28% chrome impeller, casing, and suction cover and a John Crane Type 21 double mechanical seal with tungsten carbide faces including shipping through COSTARS Contract 016-E23-311 for the purchase price of \$99,418.16, for installation at the Locust Street Pump Station.

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

**George & Gallagher** moved to approve the purchase of two (2) new Flygt Model NT-3171.095 4" volute submersible pump with 25 HP motor and ancillary equipment as listed in Quotation #2024-MAL-

1019 including shipping through COSTARS Contract 016-E23-311 for the purchase price of \$77,622.56 for both pumps, for installation at the Diamond Avenue Pump Station.

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

Gallagher & Formica moved to adjourn.

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


The regular meeting was adjourned at 7:02 PM

The next scheduled Work Session will be Wednesday, November 20, 2024 at 6:30 PM

The next scheduled Regular Monthly Meeting will be Monday, November 25, 2024 at 6:30 PM

Respectfully submitted,

**Greater Hazleton Joint Sewer Authority**



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Gregory Olander, Assistant Secretary